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Statutes of the University of Colorado

REFERENCES TO THE CONSTITUTION AND STATUTES OF COLORADO.

[The Revised Statutes (1908) are used unless otherwise noted.]

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Lands sold only on order of General Assembly. Proceeds paid to Regents. Kept as permanent fund. 5194. (See also 6957.)
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Regents, Governor fill vacancy. 6940.
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Regents, pay and mileage of. 6119, 6120, 6939.
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Regents, meetings of, two annually at University. Other meetings as appointed. Special meetings called by President or three members. Majority a quorum. 6942.
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Regents establish departments, confer degrees, and grant diplomas. 6945. (See also 1022.)

Regents enact laws; appoint officers and instructors; fix salaries; have power to remove; determine tuition fees. 6944.

Regents, exclusive control of funds. 6943. (Const, Art. IX, Sec. 14.)

Regents audit bills. President draw warrants. Secretary countersign. Records submitted to each meeting of Regents. 6950.

Regents, Board of Trustees transfer property to. (M. A. S. 4589.)

Religious or irreligious denomination or society, University never to be controlled by. 6936.

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Report, Librarian make to Library Commission. 3944.

Report, President make annually to Regents. 6954.

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Report, Regents make biennially on first day of October to Superintendent of Public Instruction. President's and Regents' reports embodied in Superintendent's report to General Assembly. 6955. (See also 4708.)

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State Board of Examiners, laws regarding, modified. 5869.

State Geological Survey. 6102-6111.

State Geologist, Professor of Geology. 6104..

State Geologist turn over specimens to University. 6946.

State Institution, University made a. (Const., Art VIII, Sec. 5.)

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Students, qualifications of. 6933.

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Tax of additional one-tenth mill for years 1893 and 1894. (M. A. S. 4602 a, Vol. III.)

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Treasurer elected by Regents, keep accounts, subscribe an oath. Bond not less than $25,000. Bond approved by Regents, Attorney-General and Secretary of State. Filed in office of Secretary of State. 6948.
Treasurer, Regents ineligible to office of. 6949.
Tuition fee. 6935. (See Session Laws 1893, p. 474.)
University, object of. 6933.

[References to Session Laws 1909.----------]

LAWS OF THE BOARD OF REGENTS.

ARTICLE I. REGENTS.

1. Committees. The standing committees of the Board of Regents shall be: Auditing; Library; Teachers; Finance; Buildings and Grounds; Executive.

2. Appointment of Committees. Of the two Regents with six years to serve, one shall be on the Library Committee and the other on the Auditing Committee.

The Regents with four years to serve shall constitute the Finance Committee, and the one who previously, as a six-year member, served on the Library Committee, shall be a member of the Auditing Committee, and the other who previously served on the Auditing Committee shall be a member of the Library Committee.

The Regents with two years to serve shall constitute the Executive Committee, and Buildings and Grounds Committee.

The President shall appoint two members of the Board as the Teachers Committee.

3. The President a Member. The President shall be *ex officio* a member of the Executive Committee, Buildings and Grounds Committee, Teachers Committee, and Auditing Committee, and the Librarian shall be *ex officio* a member of the Library Committee.

4. Time of Appointment of Committees. Commencing January, 1909, the Board of Regents shall biennially designate the members of committees according to the foregoing provisions, and any person elected or appointed to fill any vacancy upon the Board of Regents shall fill the corresponding vacancy on said committees.

5. Regular Meetings. Regular meetings of the Board shall be held as follows: First Wednesday preceding the opening of the

University in September; second Wednesday in November; third Wednesday in January; third Wednesday after the first Monday in April; Tuesday of Commencement Week. Special meetings may be called by the President or on the request of three members of the Board.

6. Secretary and Treasurer. A Secretary and a Treasurer, not members of the Board, shall be appointed by the Regents. In general their duties shall be as prescribed by the Colorado statutes. In addition the Secretary shall collect, record, and account for all dues to the University, and turn the same over to the Treasurer. He shall give such bond as may be required by the Regents. The State Treasurer shall be custodian of the Permanent Land Fund and invest it under the direction of the Treasurer of the Board.

ARTICLE II. ORGANIZATION OF THE FACULTY.

1. General Faculty. All persons, who give instruction in any department of the University, together shall be known as the General Faculty. The grades of instructors are Professors, Assistant Professors, Lecturers, Instructors, Assistants. For efficiency of organization, besides the President, there shall be an Advisory Council of Deans, a Senate, and a Faculty of each College and School.

2. President. The President is the executive of the University, and under authority of the Regents has supervision of the departments and the affairs of the Institution. He represents the policy of the University, and is expected to secure efficiency in its various departments and has needful power to that end. Petitions and recommendations shall be referred to the Board through the President and it shall be his duty to bring all such requests and recommendations before the Board. He shall be *ex officio* a member and Chairman of the Senate and the several Faculties, and Chairman of the Advisory Council. The Regents shall appoint annually some member of the Faculty to act for the President in his absence.

3. Deans. A Dean of the Graduate School, a Dean of the College of Liberal Arts, a Secretary of the College of Commerce, a Secretary of the College of Education, a Dean of the College of En-

gineering, a Dean of the Medical School, and a Dean of the Law School shall be appointed by the Regents annually. The Regents shall also appoint a Director of the Summer School, a Librarian, a Dean of Women, a Custodian of the Art Collection, and a Curator of the Museum.

4. Advisory Council. The Advisory Council shall consist of the Dean of the Graduate School, the Dean of the College of Liberal Arts, the Secretary of the College of Commerce, the Secretary of the College of Education, the Dean of the College of Engineering, the Dean of the School of Medicine, the Dean of the School of Law, and, where the women students are more directly concerned, the Dean of Women. This Council is authorized to act in an advisory capacity to the President; to pass on major cases of discipline, with power to suspend or rusticate or expel a student; to propose matters for discussion to the University Senate.

5. Senate. The Senate shall consist of the resident heads of departments of all faculties, including the Librarian and the Dean of Women. The functions of the Senate shall be:

a. To discuss the general educational policy of the University.
b. To deal with matters affecting more than one faculty.
c. To make rules and regulations concerning—
    (1) General conduct of students (deportment, cheating in examination, etc.); attendance, schemes of grading, etc.
    (2) Student organizations and social life.
    (3) Student assembly, dormitories.
    (4) Student publications.
    (5) Intercollegiate and other oratorical and debating contests.
    (6) The Bennett Prize.
    (7) Athletics.
    (8) High-School Day.
    (9) Accrediting high schools, entrance regulations, High-School Conference.
    (10) Recommendation for honorary degrees.
    (11) Carrying out plans of Commencement Week.

The Senate shall annually elect a secretary. A majority of the Senate shall constitute a quorum.

In general the action of the Senate is expected to be in accord with the general policy of the University, and doubtful matters may be postponed by the President and referred to the Regents. The Regents may review any action of the Senate.

6. Faculties. Each Faculty of a College or School:

a. Shall deal with all matters pertaining to the internal working of the college or school and to the students therein.

b. Shall make regulations for matriculation and graduation.

c. Shall recommend for regular degrees—the recommendation to be in the hands of the Regents as early as the Saturday preceding Commencement Week.

d. Shall, through the Dean, have power to deal with minor cases of discipline.

Each Faculty shall elect annually a secretary.

The professors of each College or School shall constitute the faculty thereof, except that to the Engineering Faculty shall be added the Professors of Physics and Chemistry of the College of Liberal Arts, and that the Graduate Faculty shall be constituted by the Professors engaged in graduate instruction. The faculty of the College of Liberal Arts, College of Commerce, and College of Education shall act as one Faculty.

The action of each Faculty is expected to be in accord with the general policy of the University, and doubtful matters may be postponed by the President and referred to the Regents. The Regents may review any action of a Faculty.

ARTICLE III. APPOINTMENTS AND SALARIES.

1. Under the regulations of the Board, the President with the Committee on Teachers, is authorized to make all appointments of instructors and employees whose appointment is not otherwise provided for. All appointments are subject to revocation when, in the judgment of the Regents, the good of the University requires it. The regular initial salary of a professor shall be $1,600, unless his previous experience shall warrant a larger salary, but it shall not exceed $2,000. After the first year the

salary increases $100 per year to the maximum of $2,500. By vote of the Board exceptional contracts may be made. The President *pro tempore*, the Dean of the College of Liberal Arts, the Dean of the College of Engineering, will receive in addition $100 per year. The salaries of instructors and assistants and other regular employees shall be fixed annually at the April meeting of the Board. Unless exceptional provision is made, salaries shall be paid in nine installments, each payment at the end of four weeks of actual service.

2. The Medical Faculty shall make no changes in, or additions to, its Faculty except by the authorization of the Board of Regents.

ARTICLE IV. COLLEGES AND SCHOOLS OF THE UNIVERSITY ACADEMIC YEAR.

1. The following are the Colleges and Schools of the University: College of Liberal Arts, College of Commerce, College of Education, College of Engineering, Graduate School, School of Medicine, School of Law, Summer School.

2. The academic year shall be thirty-six full weeks, with provision for two weeks' vacation at Christmas holidays, one week in the Spring, and thirteen weeks in the Summer. The Summer School shall open the second Monday after Commencement Week and continue six weeks.

ARTICLE V. DEGREES. COMMENCEMENT.

1. Degrees. The following are the recognized degrees of the University: College of Liberal Arts, B.A.; College of Commerce, B.A. and special certificate; College of Education, B.A. and special certificate; College of Engineering, B.S. in Civil Engineering, B.S. in Electrical Engineering, B.S. in Mechanical Engineering, B.S. in Chemical Engineering; Graduate School, M.A. and Ph.D., also M.S., C.E., E.E., and M.E.; School of Medicine, M.D.; School of Law, LL.B.; Honoray Degrees, LL.D., D.D.

2. Two Degrees in Six Years. Students in the College of Liberal Arts who aim at both the College degree and the degree of the Law School may so choose their electives under the direc-

tion of the faculty of the College of Liberal Arts as to receive one year's credit in the three years' Law course. Students who aim at both the college degree and the degree of the Medical School may so choose their electives under the direction of the faculty of the College of Liberal Arts as to receive two years' credit in the Medical School. It is provided that the college students so electing shall pay, instead of the fees of the College of Liberal Arts, the fees of the Law School or of the Medical School.

3. Commencement. Commencement exercises shall be held annually during the last week of the academic year, called Commencement Week The Regents, Faculty and candidates for degrees are requested to appear in academic costume on Commence Day and other important days of Commencement Week.

ARTICLE VI. EXPENDITURES.

1. Appropriations to Departments. Annually at the April meeting of the Regents appropriations shall be made for the various departments of the University in accordance with the needs of the departments and within the limits of available funds for the purpose. An account of each appropriation and drafts upon it shall be kept in the President's office. Departments shall not exceed their appropriations, and appropriations are available only on requisition signed by the President. All officers, instructors and employees are powerless to incur any liability against the University except upon such requisition.

2. Auditing. All bills shall be audited monthly by the Auditing Committee before payment, except such emergency bills as are previously authorized by the Regents. Bills paid as emergencies shall be submitted monthly to the Auditing Committee. A statement of all vouchers shall be sent to each Regent monthly.

3. Fixed Charges. The President is authorized to provide for the payment of monthly salaries, and make requisitions for payments on contracts and departmental appropriations voted by the Board, and for the following regular purposes: Annual Catalogue, Bulletin of the College of Engineering, Bulletin of the School of Medicine, Bulletin of the School of Law, Bulletin of the Department of Education, Bulletin of the Summer School, Biennial Report, Booklet of Views, University of Colorado Studies,

Investigations in Psychology and Education, University of Colorado Medical Bulletin, Commencement Addresses, University News-Letter, Weekly News-Letter, high-school number of the "Silver and Gold," regular copies of "Silver and Gold" to high schools of State, occasional special numbers of "Silver and Gold" for Alumni, Commencement programs, administrative and departmental forms and blanks, occasional circulars, customary supplies, customary extra clerical service, customary extra service for buildings and grounds, high-school visiting including summer trips, customary Commencement expenses, advertising the Summer School, standing advertisements in Colorado School Journal and Rocky Mountain Educator, necessary expenses in securing instructors and in attending such associations, in which the University has membership, as may be designated by the Regents, minor expenditures in executing the general policy of the Board.

ARTICLE VII. FEES.

1. The following are the fixed fees: In the College of Liberal Arts, College of Commerce, College of Education, College of Engineering, $5 matriculation and $12 annual fees; for courses in chemistry, $1 to $8 per course, and $2 breakage deposit; in Physics, $3 breakage deposit. In the Graduate School, $5 matriculation for students from other colleges but no annual fee; also a diploma fee of $10. In the School of Medicine, $52 tuition and $5 breakage deposit; in the School of Law, $42. In Woodbury Hall $3.00 per month for each student, and a deposit of $5 as security for damages; in the Cottages $3.00 per month. In the Hospital, general ward, $12 per week for private patients, and $8 for clinical patients; private rooms, $15 to $20 per week; operating room, $5 to $10; special nurse, $15 per week.

2. All fees are payable in advance and it shall be the duty of the Secretary of the Board of Regents to collect the same, account for them, and turn them over to the Treasurer.

ARTICLE VIII. ADDITIONAL RULES.

1. Professors. Professors and instructors shall keep a record of their absences from class work and of dismissal of classes,

and report the same each semester to the President for consideration of the Regents.

Professors and employees shall be responsible for all property in their charge and shall make report of the same to the Regents for each biennial report. They shall not loan property in their charge.

Professors and other persons officially connected with the University are forbidden to use their position in the University to advertise their connection with any business or speculative adventure.

2. Hazing. Hazing in all its form is prohibited in this University. The students who thus interfere with the personal liberty of a fellow student are rendered liable to immediate discipline. Students, upon entry, shall be required to give a written pledge not to engage in hazing.

3. Betting and gambling in any form on the part of students of the University, and betting and gambling in any form on the University grounds are at all times prohibited.

4. Approval of Choice of Rooming Houses. The choice of lodging and boarding houses by women students shall in all cases be subject to approval by the Dean of Women; in general women students shall be located in boarding houses which are set apart exclusively for women.

5. Student Meetings. Student meetings may be held on the University campus only upon consent of the President, and at the time and place designated.

6. Control of Student Interests. Student athletics, student organizations and social life, student publications, and intercollegiate oratorical and other such contests, shall be subject to Senate control, and the Senate shall appoint standing committees for each of these interests.

7. Student Assembly. A period shall be set apart for daily student assembly. During this period no class or lecture work shall be conducted and no other student meetings shall be held. No instructor or officer shall for any reason detain any student from attendance. Subject to the approval of the Regents as to general plan, the President shall arrange formal exercises for the different days of the week. He is authorized to secure a chaplain for certain days of the week if it is deemed advisable.

RULES OF THE UNIVERSITY SENATE.

ARTICLE I. ORGANIZATION AND MEETINGS.

1. The Senate. The Senate shall consist of the President and resident heads of Departments of all Faculties, the Dean of Women, and the Librarian.

2. Meetings of the Senate. Meetings of the Senate shall be held the Saturday immediately preceding the opening of the University in September and every eighth Friday thereafter during the academic year. Twenty-four hours' notice by mail shall be given of meetings, except in cases of emergency. The President, or in his absence the Acting President, or seven members of the Senate may call a special meeting at any time, due notice being given.

3. Business at the special meetings may be taken up as the occasion demands; but, at all regular meetings, it shall be done in the following order:

a. Reading and approval of the minutes of the previous meeting.
b. Unfinished business.
c. Reports of special committees and action thereon.
d. New business.
e. Reports of standing committees and action thereon.

4. Election of Secretary. The Senate shall annually elect a Secretary.

5. Quorum. A majority of the Senate shall constitute a quorum.

6. Committees. The following shall be the standing committees of the Senate:

a. Student Deportment and Attendance.
b. Student Organizations and Social Life.
c. Student Assembly; Dormitories..

d. Student Publications.
e. Oratorical Interests..
f. The Bennett Prize.
g. Athletics.
h. High-School Day.
i. High Schools and High-School Conferences.
j. Honorary Degrees.
k. Commencement.

ARTICLE II. FUNCTIONS OF COMMITTEES AND GENERAL REGULATIONS.

1. Student Deportment and Attendance. The Committee on Student Deportment and Attendance shall consist of the Dean of the College of Liberal Arts, the Dean of the Graduate School, the Secretary of the College of Commerce, the Secretary of the College of Education, the Dean of the College of Engineering, the Dean of the School of Medicine, the Dean of the School of Law, the Dean of Women. It shall deal with all major cases of discipline with power to suspend, rusticate or expel a student. By usage and implication minor cases of discipline would be dealt with by the deans of the respective faculties. The Committee shall also deal with the question of attendance.

Examinations and Quizzes. Marks. In the Colleges and Schools of the University the standing of each student shall be indicated by a percentage on a basis of 100, with 70 as a minimum passing grade; conditioned 60-70; not passed below 60. Any Faculty may use letters instead of percentages on report cards, but in accordance with these standards. Credit cards shall be issued to each student at the close of each semester.

Attendance at Classes. All instructors shall endeavor to secure the best possible attendance at their classes and shall require students who have been absent to complete the full work of the course pursued. They shall make weekly report of all absences to the Dean, pointing out any cases needing special attention.

The Dean shall co-operate with the departments in the efforts to secure good attendance; he shall investigate cases recom-

mended to him for discipline and any others which may seem to require it; he may summon students, warn them, put them on probation or exclude them from classes. The Dean, on consultation with the President, shall make such regulations as may be necessary to carry out the intent of this rule.

In the School of Medicine and in the School of Law an attendance of eighty per cent. of the class hours shall be required.

When a student's connection with the University terminates within the academic year, the Dean shall notify the parents of the student and the instructors concerned.

Deportment. The University relies primarily upon the sense of responsibility and of the fitness of things on the part of the students. Aside from any formulated rules, students are expected to behave in a becoming manner. For general guidance it should be understood:

a. That all students employing unfair or dishonorable devices in class work, occasional quizzes, or regular examinations, shall be suspended or rusticated; and in more flagrant cases, or on second offence, may be expelled.
b. That the women students shall fulfill the requirements of the Faculty as represented by the Dean of Women, as to boarding houses, recreations, chaperones, etc.
c. That there shall be no smoking in any of the general buildings or the immediate approaches thereto.
d. That dissolute and worthless students will be removed from the Institution.
e. That damage done to University property, whether by accident or design, shall be paid for by the persons causing the same.
f. That no student shall represent the University in outside affairs unless duly authorized by the President.
g. That men students and women students shall not be allowed to room in the same houses.
h. That students are expected to appreciate the unusual privileges they possess in connection with the Library; that any failure to comply with the few regulations shall be reprehended; that the defacing or mutilating of books or periodicals shall be treated as a serious offence.

i. That student meetings in University buildings shall be held only at such times and in such rooms as are approved by the proper authorities.

2. Student Organizations and Social Life. The Committee on Student Organizations and Social Life shall deal with questions affecting student organizations (except those hereinafter specially provided for); or affecting such phases of student life as fraternities, social functions, etc.

All organizations handling money received from persons other than their own members shall be required to keep an exact account of receipts and expenditures, and their accounts shall be audited annually. Wherever other provision is not made for carrying out this rule, it shall be carried out by this committee. [See Constitution of the Associated Students.]

Persons other than students shall not be recognized as belonging to student organizations.

The Committee shall recommend measures looking to the reduction of social functions and of all other student activities tending to interfere with the real purposes of the University.

3. Student Assembly; Dormitories. The Committee on Student Assembly and Dormitories shall have general supervision of the Dormitories, and shall deal with questions connected with attendance at general exercises according to the following scheme:

a. Attendance at General Exercises is required of all students, by recommendation of the Faculty and resolution of the Board of Regents.

b. Definite assignment of seats shall be made for all students, and posted publicly.

c. Attendance shall be made out for each General Exercise by monitors.

d. All persons absent from General Exercises are expected to file excuses for these absences in the Secretary's office before two o'clock p. m., Wednesday. Slips for the purpose are provided.

e. In default of satisfactory explanation all absentees will be excluded from classes on Thursday and thereafter

until they receive readmittance cards, which must be obtained from the respective deans.

4. Student Publications. The Committee on Student Publications shall represent the Senate in connection with the organizing, editing, and circulating of all student publications.

The business managers or managing boards of student publications shall submit annual reports of their receipts and expenditures, which shall be audited by this Committee, unless otherwise provided for. [See Constitution of Associated Students.]

5. Oratorical Interests. The Committee on Oratorical Interests shall represent the Senate on the Debating Board and in all questions pertaining to the oratorical and debating interests with which the University as such is formally connected.

The Oratorical Association shall submit an annual report of its receipts and expenditures, which shall be audited by this Committee unless otherwise provided for. [See Constitution of Associated Students.]

6. Bennett Prize. The Committee on the Bennett Prize shall consist of the President, and the Heads of the Departments of Political Economy and History. It shall award the Bennett Prize.

7. Athletics. The Committee on Athletics shall represent the Senate on the Athletic Board of the Associated Students. They shall recommend to the Senate rules and regulations for governing athletic interests, and shall make reports as may be called for.

In order to be eligible to represent the University in an intercollegiate athletic contest, a student must

a. Be an amateur in the ordinary acceptation of the term, it being understood that playing summer baseball shall not count against his amateur standing unless he plays on an organized team under "national agreement" or on any league team recognized as "outlaw."

b. Not have taken part in intercollegiate athletics for more than three years previous to the year in which he desires to compete.

c. Not have taken part in intercollegiate athletics the immediately preceding year at some other institution of college grade.

d. Have been in residence and have done acceptable work for at least one-half year before being allowed to compete in intercollegiate games.

e. Be doing such work in at least two-thirds of the required work of his college or school, that, if it be continued to the end of the semester, he shall be entitled to his credits in that work—this to be certified by the instructors concerned.

f. Have satisfied the conditions of entrance with at least fourteen entrance units.

g. Be registered within two weeks of the beginning of the semester in which the contest, in which he desires to compete, occurs.

8. High-School Day. The Committee on High-School Day shall make all arrangements for the observance of some Saturday each spring as a High-School Day, and shall represent the University in dealing with the High Schools on all matters pertaining to this event.

Only accredited High Schools shall be eligible for participation in the features of the programme.

9. High Schools and High School Conference. The Committee on High Schools and High School Conference shall investigate the character of schools applying for admission to the accredited list, and make recommendations to the Senate. Only four-year courses will be considered. The committee shall also annually inspect the course of study of each accredited school and determine whether such school continues worthy.

It shall in conjunction with representatives of the High Schools determine when a High-School Conference is desirable, and make arrangements for holding the same.

10. Honorary Degrees. A Committee of three shall be appointed to recommend names to the Senate for honorary degrees. This shall not be taken to mean that individual members may not nominate for honorary degrees at the same time. It shall

make such recommendations to the Senate three months in advance of the Commencement at which the degree is to be granted. The Senate shall recommend for honorary degrees by a two-thirds vote; the vote shall be by ballot.

11. Commencement. The Committee on Commencement shall make recommendations as to the exercises during Commencement week and carry out such detailed plans as may be agreed upon.

All candidates for degrees are expected to be present at the Commencement exercises unless excused by the President.

ARTICLE III. ADMISSION OF STUDENTS.

1. Candidates for admission are expected to be graduates of a standard four-year high or preparatory school or to have completed a corresponding amount of work under other conditions.

2. Such candidates must present the minimum of fifteen entrance units as outlined in the catalogue. Entrance conditions will not be allowed beyond the equivalent of two units.

3. Students shall be admitted on the passing of satisfactory examinations or on the presentation of satisfactory certificates from an accredited high school. Applications from graduates of a non-accredited school will be considered as the merits of each case may warrant; but full standing in such instances shall be conditioned upon the subsequent work of the student concerned.

4. Candidates twenty-one years of age, who cannot satisfy the admission requirements, but are qualified to pursue special work, may be admitted to certain courses on the approval of the proper committee of the respective faculties.

5. Certificates of moral character may be required from all applicants for admission.

ARTICLE IV. AMENDMENTS.

1. Notice of proposed amendments to the standing rules shall be presented at the meeting preceding that at which they are to be voted upon, and such changes shall be carried only by

a two-thirds vote of those present. Amendments may be voted upon only at meetings for which twenty-four hours' notice shall have been given.

2. The rules of the Senate may be at any time suspended, or the pains and penalties imposed may be dispensed with, by a two-thirds vote of the members present, at any regular meeting.

RULES OF THE GRADUATE SCHOOL.

ARTICLE I. ORGANIZATION.

1. Faculty. The Graduate Faculty shall be constituted of professors engaged in graduate instruction.

2. Officers. The officers of the Graduate School shall be a Dean, a Secretary, and an Executive Committee.

3. Dean. The Dean of the Graduate School has general oversight of graduate students; he shall approve the election of studies of all graduate students and see that the working schedule of each is in some sense a consistently related group of courses.

4. Graduate Committee. The Executive Committee shall consist of the Dean, the Secretary, and two other professors.

The Executive Committee shall make a study of the general needs of the Graduate School, supervise the election of studies, and, after receiving reports from the professor giving the instruction, recommend candidates for degrees to the Graduate Faculty.

ARTICLE II. MEETINGS.

1. Stated Meetings. The Stated Meetings of the Graduate Faculty shall be on the first Monday of the academic year, the fourth Friday, and every eighth academic Friday thereafter, and the Saturday before Commencement.

2. Special Meetings. Special meetings may be called at any time on twenty-four hours' notice by the President or, in his absence, by the Dean.

3. Quorum. A majority of the Faculty shall constitute a quorum.

ARTICLE III. ADMISSION.

1. Graduates. Graduates of any college or scientific school in good standing are admitted upon presentation of diploma and certificate of good character.

Bachelors who elect course exclusively of undergraduate rank shall not be listed as graduate students.

2. Undergraduates. Only bachelors or students who have substantially completed the requirements for the bachelors degree shall be listed in the Graduate School.

3. Admission Not Candidacy. Admission does not imply candidacy for a degree.

ARTICLE IV. ADVANCED STANDING.

1. Credit. Credit is given for work done in other universities, but at least one full year of residence at this University is required for each higher degree.

2. Letters. Students applying credits from other universities should bring letters from their instructors showing amount and quality of work.

3. Examination. The final examination covers all subjects presented for the degree whether done here or elsewhere.

ARTICLE V. RESIDENCE.

1. Work *in Absentia.* The University of Colorado does not grant credit for work done *in absentia* except to graduates of this University who are candidates for the degree Engineer.

2. Definition of Residence. For a year to count as residence, a student should be located at the University as early as the first day of October and give his undivided attention to academic work, completing not less than thirty hours.

Suitable work in the Summer School may count as residence, a satisfactory five-hour course in the Summer School being rated as two hours in the Graduate School.

ARTICLE VI. COURSE OF STUDY.

1. Major and Minors. There must be a major subject and at least one minor. The first minor, of not less than six hours, is to be taken in a different department from the major.

ARTICLE VII. CANDIDACY FOR A DEGREE.

1. Form of Application. Applications for candidacy should include a programme of studies leading to the degree, a list of undergraduate work in the same lines, a statement of any original work already accomplished, and an enumeration of honors and degrees.

2. Time of Application. A graduate student wishing to become a candidate for the degree Master of Arts should make special application as soon as possible after matriculation.

A student entering the University for the first time should work some months, that his ability may be known, before applying for enrollment as a candidate for the degree Doctor of Philosophy.

Candidates for the degree Engineer must be registered for two years before coming up for the degree.

3. French and German. Candidates for the degree Master of Arts shall have a reading knowledge of French or German; but if the professor in the major subject shall demand it, the student shall be required to have a reading knowledge of both French and German.

Candidates for the degree Doctor of Philosophy must present a reading knowledge of French and German.

ARTICLE VIII. REQUIREMENTS FOR DEGREES.

1. For Master of Arts. The work required for the degree Master of Arts is one full year.

Six copies of the Master's thesis or dissertation, printed or typewritten and bound, are to be placed in the University Library.

2. For Doctor of Philosophy. The work required for the degree Doctor of Philosophy is three years of residence, which shall include a minimum of five semesters of twelve hours each; the first two years may be spent at other universities in actual residence, or the first two years may be done here and the third spent in preparation of a thesis at some approved university.

The thesis for the Doctor's degree must show power in original investigation; it is printed and one hundred and fifty copies are placed in the University Library.

3. For Master of Science. A candidate for the degree Master of Science must have previously received the degree B.S. in Engineering from this University; or, if graduated elsewhere, he must satisfy the Faculty that he possesses equivalent attainments. He must choose a major subject to occupy one-half his time from the graduate courses offered in the line in which he received his Bachelor's degree. Study and residence for not less than one year and a thesis on an approved subject are required. A year's work includes thirty hours, of which not less than six hours should be given to the thesis.

4. For Engineer. A candidate for the degree Civil Engineer, Electrical Engineer, or Mechanical Engineer must be registered for two years in advance of the Commencement at which the degree is to be conferred; graduates of other institutions must complete one year of work and residence in this University.

The degree of Engineer may be conferred upon a Bachelor of Science of this University who has taken the B.S. degree in the course for which he is a candidate for the higher degree, if he furnishes satisfactory evidence that he has pursued further technical studies for at least one year, has presented a satisfactory thesis on an approved engineering topic, and in addition has been employed in professional work in positions of responsibility for at least another year. If the candidate does not reside at the University, his coure of study must be approved in advance by the professor in charge of the department; and he must prepare an approved thesis on some engineering topic to be presented together with a detailed account of his professional work, at least one month before the annual Commencement at which he expects to take his degree.

ARTICLE IX. AMENDMENTS.

1. Notice. Notice of proposed amendments to these standing rules shall be presented in writing at the meeting preceding that at which they are to be acted upon.

2. Two-Thirds Vote. Amendments shall be carried by not less than a two-thirds vote of those present.

RULES OF THE COLLEGE OF LIBERAL ARTS.

ARTICLE I. FACULTY.

1. The Faculty shall consist of Professors in the College of Liberal Arts.

2. Faculty meetings shall be held on the first Monday, the fourth Friday, each eighth academic Friday thereafter, and the Saturday before Commencement. Special meetings may be called by the President; or in his absence by the Dean; or by five members of the Faculty. Twenty-four hours' notice by mail shall be given of meetings, except in cases of emergency.

The business at the special meetings may be taken up as the occasion demands; but at all regular meetings the following order shall obtain:

a. Reading and approval of the minutes of the previous meeting.

b. Unfinished business.

c. Reports of special committees and action thereon.

d. New business.

e. Reports of standing committees and action thereon.

3. A majority of the Faculty shall constitute a quorum.

4. The Faculty shall elect a secretary each year.

5. The standing committees shall be:

a. The Committee on Courses.

6. The Committee on Courses shall constitute an executive committee to manage all questions of detail pertaining to admission, standing, studies, including advice of students as to elections, "in absentia work," extra hours, and changes of courses for the year; and to prepare and revise the schedule of hours.

ARTICLE II. ADMISSION, STUDIES, GRADUATION.

1. Admission of Students. Candidates for admission are expected to be gradutes of a standard four-year high or preparatory school, or to have completed a corresponding amount of work under other conditions.

Such candidates must present the minimum of fifteen entrance units as outlined in the catalogue. Entrance conditions will not be allowed beyond the equivalent of two units..

Students shall be admitted on the passing of satisfactory examinations or on the presentation of satisfactory certificates from an accredited high school. Applications from graduates of a non-accredited school will be considered as the merits of each case may warrant; but full standing in such instances shall be conditional upon the subsequent work of the student concerned.

Candidates twenty-one years of age, who cannot satisfy the admission requirements but are qualified to pursue special work, may be admitted to certain courses on the approval of the proper committee of the Faculty.

Certificates of moral character may be required from all applicants for admission.

Fifteen units are required for admission. A unit course of study is defined as a course covering a school year of not less than thirty-six weeks, with five periods of at least forty-five minutes each per week. This is equivalent to a minimum of 180 actual "periods" per unit. The fifteen units are equivalent to thirty "points."

Mathematics (preferably 3) at least	2
Languages other than English (4 units of Latin preferred, at least 2 units urgently advised)	4
English	3
History	2
Science (no half units accepted in Physics and Chemistry)	2
Elective	2
	15

Electives may be chosen from the following: Mathematics 2; Greek 2; Latin 2; French 2; German 2; Spanish 2; History 2; English 2; Science 2; Drawing 1; Psychology ½ or 1; Political Economy ½ or 1.

Students who present 3 units of Greek are required to present only one unit of Science, but they must have a total of fifteen units.

Students who do not present Solid Geometry for entrance must either choose Mathematics among the freshman required subjects, or pursue the course in Solid Geometry in the freshman or sophomore year.

2. Requirements for Graduation. To attain the degree Bachelor of Arts students must complete 120 hours as follows:

a. Group electives 50 hours, thirty hours of these to be done during the junior and senior years.

b. In the Freshman and Sophomore years 10 hours in English Language (4 hours of this permitted to be in literature at option of the English Department); 6 hours History or Economics; 5 hours Psychology or Philosophy; and 15 hours in the group of Classics, Mathematics and Science (10 hours in one of the three and 5 hours in another of the three).

3. Credits. Students shall receive credit for only such subjects and amounts as are listed in their application and approved by the Committee on Courses. The Committee shall approve only applications for definite amounts of credit and for courses which are listed at definite amounts of credit in the catalogue or with the Committee. The Committee shall in no case allow more hours' credit in any subject than the instructor in charge devotes to this subject in the class room with the students pursuing the course. In purely laboratory courses three hours' work shall be required for one hours' credit.

4. Elections. All students shall present to the Dean for final approval a list of courses selected for the coming semester; in preparation of this list freshmen are to consult with a member of the Committee on Courses; other students consult the professor in whose department they have chosen their major subject. This shall be done on an appointed day at least ten days

before the close of each semester; students failing to register on this day may be suspended from class until they complete their registration.

5. Amount of Work. A student shall take regularly not more than sixteen hours per week. Applications for additional work may be allowed by the Committee on Courses, but only when the applicant is a student of exceptional ability and there is satisfactory evidence that the extra work can be profitably and creditably taken.

6. Dropping Studies. Students wishing to drop any study must make application in writing to the Instructor in charge, assigning reasons; the Instructor shall indicate his approval or disapproval of the application and forward it to the Committee on Courses.

7. Marks. The standing of each student shall be kept according to the following schedule: Passed—A, excellent (90-100); B, good (80-90); C, passable (70-80). Conditioned (60-70); not passed, below 60. Credit cards shall be issued to each student at the close of each semester.

8. Class Standing. In order to be rated as a Sophomore a student must have gained twenty-two hours' credit; as a Junior the student must have gained fifty-four hours' credit and have completed all Freshmen requirements; as a Senior eighty-six hours' credit.

9. Conditions. Entrance conditions must be removed within one year. A student with entrance conditions shall not be advanced beyond his entrance class until his conditions shall have been removed. Conditions in College work must be removed within five academic months from the time they are incurred. If not removed, students shall be recorded as not passed. Students conditioned in College work may be allowed a supplemental examination in a certain week in the following April or October to be announced from the Dean's room.

10. Dropping Students. Students registered for eight hours or more in any semester become suspended on failure to gain eight hours' credit. Those registered for less than eight hours become suspended on failure to pass any course. Re-instatement can be made only by vote of the Committee on Courses.

11. Credit for Work *in Absentia.* No student shall be granted credit for work done outside the class room except when such work has been previously allowed by the Committee on Courses. This Committee shall, in no case, allow more than fifteen hours' credit for work done *in absentia.*

12. Extra-mural Work. Certificates for lecture courses shall be stamped for credit only on vote of the Faculty and shall be recorded only when the student in question becomes a member of the University.

13. Candidates for Advanced Standing. Students coming from other institutions and desiring advanced standing must bring certificates of honorable dismissal and official statements definitely describing the work done in each subject. These certificates shall be referred for examination to the proper members of the Faculty and the credits to be assigned shall be decided by the Committee on Courses..

14. Electives in College of Engineering. The following subjects in the College of Engineering shall be open as electives in the College of Liberal Arts, to-wit: land surveying 4 hours, topographic surveying 4 hours, decriptive geometry 3 hours, dynamo-electric machinery 4 hours. Other subjects are not open to election without amendment of the rule.

15. Electives in the Law School. Students in the College of Liberal Arts in their senior year, who declare their intention of proceeding to the degree of LL.B. in the University of Colorado, may be allowed to elect subjects catalogued in the first-year law courses and receive twenty-two hours' credit. In no case shall credits in the College of Liberal Arts be allowed to work in second and third year law-school subjects.

16. Electives in the Medical School. The two degrees of M.D. and B.A. may be conferred on the completion of six years' work. The following courses given in the Medical School shall be accepted for the B.A. degree with the credits specified:

Freshman Year.		Sophomore Year.	
Anatomy	8	Anatomy	8
Histology	8	Physiology	10
Chemistry	10	Embryology	3
Bacteriology	4	Pathology	9
	30		30

17. Rules of College of Commerce and College of Education. The rules and requirements of the College of Commerce and of the College of Education, as printed in the 1909 catalogue, are hereby adopted.

ARTICLE III. AMENDMENTS.

Notice of proposed amendments to the standing rules shall be presented at the meeting preceding that at which they are to be voted upon, and such changes shall be carried only by a two-thirds vote of those present. Amendments may be voted upon only at meetings for which twenty-four hours' notice shall have been given.

RULES OF THE COLLEGE OF ENGINEERING.

ARTICLE I. THE FACULTY. COMMITTEES.

1. The Faculty. The business Faculty shall consist of Professors in the College of Engineering and in addition the Professor of Chemistry and the Professor of Physics.

2. Faculty Meetings. Faculty meetings shall be held on the first Monday, and the fourth Friday of the academic year, each eighth academic Friday thereafter at four p. m. and the Saturday before Commencement at a time to be arranged. Special meetings may be called by the Dean or in his absence by three members of the faculty. Twenty-four hours' notice by mail shall be given of meetings, except in cases of emergency.

The business at the special meetings may be taken up as the occasion demands; but at all regular meetings the following order shall obtain:

a. Reading and approval of the minutes of the previous meeting.
b. Unfinished business.
c. Reports of special committees and action thereon.
d. New business.
e. Reports of standing committees and action thereon.

3. Quorum. A majority of the Faculty shall constitute a quorum.

4. Secretary. The Faculty shall elect a secretary each year.

5. Standing Committees. There shall be the following standing committees:

a. The Committee on Registration.
b. The Committee on Student Welfare.
c. The Committee on Standard Blanks and Forms.
d. The Committee on the Journal of Engineering.

6. Committee on Registration. This committee shall consist of the heads of departments in the College of Engineering, and it shall have charge of the registration of students.

7. Committee on Student Welfare. This committee shall have charge of the general welfare of all Engineering students. The members of this committee shall be appointed by the Dean.

8. Committee on Standard Forms and Blanks. This committee shall prepare a report on standard blanks and forms, and shall see that the standards as adopted by the Faculty are followed. The members of this committee shall be appointed by the Dean.

9. Committee on Journal of Engineering. This committee shall be responsible for the publication of the Journal and shall audit the accounts of the Business Manager. It shall consist of the three heads of departments.

ARTICLE II. ADMISSION. STUDIES. GRADUATION.

1. Admission of Students. Candidates for admission are expected to be graduates of a standard four-year high or preparatory school, or to have completed a corresponding amount of work under other conditions.

Such candidates must present the minimum of fifteen entrance units as outlined in the catalogue. Entrance conditions will not be allowed beyond the equivalent of two units.

Students shall be admitted on the passing of satisfactory examinations, or on the presentation of satisfactory certificates from an accredited high school. Application from graduates of a non-accredited school will be considered as the merits of each case may warrant; but full standing in such instances shall be conditional upon the subsequent work of the student concerned.

Candidates twenty-one years of age, who cannot satisfy the admission requirements but are qualified to pursue special work, may be admitted to certain courses on approval of the Dean and the instructors in the courses. Special students are subject to the same rules as regular students.

Certificates of moral character may be required from all applicants for admission.

Fifteen units are required for admission. A unit course of study is defined as a course covering a school year of not less than thirty-six weeks, with five periods of at least forty-five minutes each per week. This is equivalent to a minimum of 180 actual periods per unit. The fifteen units are equivalent to 30 "points."

Mathematics (Algebra, Plane and Solid Geometry)	3
Languages other than English, at least	2
English	3
History	2
Chemistry	1
Physics	1
Electives	3
	15

Electives may be chosen from the following: Mathematics 2; Greek 2; Latin 2; French 2; German 2; Spanish 2; History 2; English 2; Science 2; Drawing 1; Psychology ½ or 1; Political Economy ½ or 1; Shop Work 1.

Students who do not present Chemistry will be required to do four actual hours of laboratory work per week in Inorganic Chemistry the first year without University credit.

2. Requirements for Graduation. Upon the satisfactory completion of the prescribed and elective work in any course, the degree, Bachelor of Science in the course pursued, will be conferred.

As a prerequisite to graduation, each student is required to present a satisfactory thesis on a subject requiring original research work along technical lines, or an extended study of some engineering problems or appliances. These subjects must be presented to the Faculty for approval not later than the second Wednesday in December.

The degrees of C.E., E.E., and M.E. A candidate for the degree of Civil Engineer, Electrical Engineer or Mechanical Engineer must have previously received the degree B.S. in Engineering from this University; or if graduated elsewhere must satisfy the Faculty that he possesses equivalent attainments. He must

pursue academic work in the line of his undergraduate work for one year, must present a satisfactory thesis on an approved engineering topic, and in addition must be employed in professional work in positions of responsibility for at least another year.

If the candidate does not reside at the University, his course of study must be approved in advance by the professor in charge of the Department; and he must prepare an approved thesis on some engineering topic to be presented, together with a detailed account of his professional work, at least one month before the annual Commencement at which he expects to take his degree.

Graduates of other institutions must complete one year's work in residence at this University. A candidate for the degree of Engineer must be registered two years before coming up for his degree.

The degree of M.S. A candidate for the degree of Master of Science must have previously received the degree of B.S. in Engineering from this University; or, if graduated elsewhere, he must satisfy the Faculty that he possesses equivalent attainments.

He must choose a major subject to occupy one-half his time from the graduate courses offered in the line in which he received his Bachelor's degree. A thesis on an approved subject is required. All work is subject to the approval of the Faculty. Study and residence for not less than one year are required. A year's work shall count as thirty hours, of which not less than six hours shall be given to thesis work.

3. Credits. Students shall receive credit for only such subjects and amounts as are given on their registration blanks.

4. Registration. All students shall register for the second semester at the time set by the Dean, which shall be at least one week before the close of the semester. Students failing to register at the appointed time may be suspended from classes until they complete their registration.

5. Amount of Work. Students in the Freshman class may not take more than sixteen hours during the first semester of the academic year.

Students who received conditions in the preceding semester may not take more than the prescribed amount of work. The Dean may register them for less than the regular course.

Students who have carried the regular work of the preceding semester with no grade of less than 80 per cent. may be allowed to take twenty hours.

In order to take more than twenty hours' work in any semester students must have carried the regular work of the preceding semester with no grade of less than 85 per cent. Permission to take more than twenty hours' work will be granted only by vote of the Faculty of the College of Engineering.

No student may register for less than twelve semester hours' work without the consent of the Faculty of the College of Engineering.

6. Dropping Studies. Students may change their registration by consultation with the Dean any time before the end of the second week of the semester; after that date changes in registration will be made by a vote of the Faculty of the College of Engineering.

7. Marks. The standing of each student shall be indicated by a percentage on a basis of 100, with 70 as a minimum passing grade; conditioned 60 to 70; not passed below 60. Credit cards giving the actual grade obtained in each subject shall be issued to each student at the end of each semester.

8. Class Standing. In order to be rated as a Sophomore, a student must have gained twenty-four hours' credit and have completed his entrance requirements; as a Junior, the student must have completed the required work of the Freshman year and have gained twenty-four hours' credit in the Sophomore year; as a Senior he must be in line for graduation at the end of the year.

9. Entrance Conditions. Entrance conditions must be removed within one year. A student with entrance conditions shall not be advanced beyond his entrance class until his conditions shall have been removed.

10. Conditions in University Subjects. Students receiving a condition in any subject shall apply to the proper instructor for a conditioned examination before the final limit at which conditioned examinations may be given. Conditions not removed at this time becomes failures and the subject must be repeated in class.

Credit cards for the conditioned examination will be issued to students on application to the Dean of the College of Engineering. No student may be permitted to take the conditioned examination until after he has presented one of the above cards properly signed.

The limit of the time in which the conditioned examination may be taken will be written on the card, which becomes void after this date. The conditioned examinations will occur during a certain week in November and April to be announced from the Dean's office.

11. Dropping Students. Students registered for eight hours or more in any semester become suspended on failure to gain eight hours' credit. Those registered for less than eight hours become suspended on failure to pass any course. Reinstatement can be made only by vote of the faculty of the College of Engineering.

12. Sequence of Work. Each regular student shall complete the work in the course in which he is registered in the order shown in the catalogue. It shall be the duty of the Dean to register each student so that his course will be completed with the least possible delay.

13. Tardiness. Students reporting in the class room after the beginning of the hour shall be marked absent.

14. Candidates for Advanced Standing. Students from other institutions will be admitted to any class not later than the first semester of the Senior year upon passing examinations in the subjects given in the preceding years in the College of Engineering, or upon presentation of satisfactory certificates showing that the required work has been done in other technical schools. A certificate of honorable dismissal will also be required.

15. Absences From Classes on Account of Athletics. Students who have been certified by the Director of Athletics as being on the first or second team may be granted permission by the Dean of the College of Engineering to leave exercises in shop, laboratory, drawing or field work at 3:50 on condition that the work be made up during the year or at the end of the season, as may be arranged between the instructor and the student. A list of the students coming under this rule will be furnished to the instructor from the Dean's office. No student whose name is

not on the list shall be excused from the regular University exercises.

16. Thesis Specifications. Thesis subjects must be presented to the Faculty of the College of Engineering for approval not later than the second Wednesday in December. Thesis subjects can be changed after this date only by a vote of the Faculty.

Theses are to be typewritten in black record ink, on one side only of paper.

The paper shall be Crane's Japanese Linen, 8½x11 inches in size, with a margin of one inch on left edge and margin of ½ inch on each of the other edges of the sheet.

Theses to be properly paged, indexed, and supplied with preface and table contents; pages are to be numbered in upper right hand corner. The title pages are to conform to the type prescribed and are to be printed or typewritten.

Curves are to be made on standard size sheet with 5x7½ inch plate or 7x10 inch plate.

Drawings, tables, photographs, etc., are to be made or mounted on thesis paper or tracing cloth 8½x11 inches with proper binding margin as noted above.

Larger drawings must be folded to 8x10 inches with allowance for binder's margin of one inch on left margin.

Theses are to be completed ready for typewriting not later than May 15 and must be handed to the professor in charge not later than May 30.

The cost of binding each thesis is $1, which sum is to accompany each thesis when completed.

ARTICLE III. AMENDMENTS.

1. Notice of proposed amendments to the standing rules shall be presented at the meeting preceding that at which they are to be voted upon, and such changes shall be carried only by a two-thirds vote of those present. Amendments may be voted upon only at meetings of which twenty-four hours' notice shall have been given.

RULES OF THE SCHOOL OF MEDICINE.

ARTICLE I. ORGANIZATION AND MEETINGS.

1. Organization of the Faculty. The Teaching Faculty shall consist of Professors, Assistant Professors, Lecturers, Instructors, and Assistants.

The Dean of the Medical School is appointed annually by the Board of Regents. The Secretary of the Faculty is appointed by the Faculty.

2. Quorum and Voting Powers. A majority of the Professors constitutes a quorum. In accordance with the rule of the Regents the professors constitute the business faculty.

3. Meetings. The Faculty shall hold regular meetings on the first Monday and the fourth Friday of the academic year; on each eighth academic Friday thereafter, and on the Saturday before Commencement, at an hour to be designated in each instance by the Dean. Special meetings may be called by the Dean at any time. Twenty hours' notice shall be given of meetings except in cases of emergency. At special meetings business may be taken up as occasion demands, but at all regular meetings the order shall be as follows:

a. Reading and approval of the minutes of the previous meeting.
b. Unfinished business.
c. Reports of committees and action thereon.
d. New business.

ARTICLE II. STANDING COMMITTEES.

1. The Administrative Committee. There shall be an Administrative Committee, consisting of the Dean, the Secretary, and a professor elected annually by the Faculty.

The duties of this Committee shall be such as the Faculty may indicate, but in general it shall be the administrative part of the Faculty, governing local questions as they arise in the interim of Faculty Meetings, and all the rulings of the Committee shall be subject to revision by the Faculty.

2. The Course Committee. The Course Committee shall consist of five members, each member representing a group of departments, which may be designated as follows:

The Medical,
The Surgical,
The Eye and Ear,
The Chemistry and Materia Medica,
The General.

The departments falling in each of these groups are:

Medical:
Clinical Medicine,
Theory and Practice,
Therapeutics,
Diagnosis,
Pediatrics,
Neurology and Psychiatry.

Surgery:
General Surgery,
Minor Surgery and Bandaging,
Gynecology,
Dog and Cadaver Course.

Eye and Ear:
Eye,
Ear,
Nose,
Throat.

Chemistry and Materia Medica:
Inorganic Chemistry,
Organic Chemistry,
Toxicology,
Physiological Chemistry,
Pharmacology and Pharmacognosy,
Therapeutics.

Branches not specified in the above four groups shall be classed as General. The Dean shall be chairman of the general section. The other sections shall elect a full Professor of their particular section to be their representative upon the Course Committee.

The duties of the above Committee shall be to edit the catalogue of the department; to arrange the curriculum; to supervise

the matter of advertising; and in general to act as the representative of the Faculty in all matters not specifically assigned to the Administrative Committee, in the interim between Faculty meetings. All rulings of the Committee shall be subject to revision by the Faculty.

ARTICLE III. GENERAL REGULATIONS.

1. Admission of Students. The entrance requirements are those laid down by the Association of American Medical Colleges, as shown in the University catalogue of 1909.

A certificate of moral character must be presented from two physicians of the state in which the applicant last resided.

No examinations for admission are held by any one connected with the University.

A student may be allowed to enter on his medical work, conditioned in not more than four points, and these conditions must be removed by satisfactory examination before he is allowed to enter on the second year of his medical course.

Students not less than twenty-one years old, who desire to pursue a special course without graduation, if prepared to carry satisfactorily the work selected, are admitted without preliminary examination.

Applications from non-accredited high schools will be considered as the merits of each case may warrant, but full standing will depend upon subsequent work.

2. Advanced Standing. Candidates who present positive evidence of having taken a full course of instruction in some other medical college of good standing and with equal preliminary requirements for admission, will be admitted to advanced standing in this School on presenting satisfactory evidence of having passed examinations in all branches entitling them to such standing.

3. Class Standing. Students who fail to pass in sixty per cent. of the hours scheduled in any one semester shall thereby be automatically dropped from the School. In no case will a member of the Junior class be permitted to enter the work of the senior year unless his record is perfect for the first three years.

Examinations for the removal of "Conditions" are held at the opening of each academic year. Students are required to remove all conditions at this time, before proceeding with the work of the next year.

4. Absence. Absence from more than 20 per cent. of the whole number of recitation, lecture, or laboratory periods in any subject will preclude the student's receiving credit in that branch

5. Changing from "Special" to "Regular" Status. Students enrolled as special students may become candidates for a degree only by special Faculty action in each case, and by satisfying all the requirements for entrance and graduation.

6. Marks. The grade of each student shall be indicated by a percentage on a basis of 100, with 70 as a minimum passing mark; conditions, 60 to 70; not passed, below 60.

7. Examinations. Each member of the Faculty will hold an informal test, in any manner he may desire, at one of his regular periods during the week before the Christmas holidays, and the week before the Easter recess. Grades based on these tests shall be reported to the Secretary at once for the students' information. The formal examinations shall be held only in the Spring, at the close of the academic year. This section, however, does not apply to courses which cover only one semester.

8. Students' Welfare. The Faculty shall have charge of the general welfare of all students in the School. The Dean may apportion special supervision of the several classes among the individual professors of the Faculty.

9. Requirements for Graduation. Every candidate for the degree of Doctor of Medicine must be twenty-one years of age, and possess a good moral character and be of temperate habits. He must have passed satisfactory examinations in all the required studies included in the full course of instruction. He must have attended regularly four full courses of lectures (allowance being made only for absence occasioned by the sickness of the student or his immediate family, such absence not to exceed 20 per cent. of any course) of not less than thirty teaching weeks each in some accredited medical college. At least ten months shall intervene between the beginning of any course and the beginning of the preceding course. The last course shall be taken at this School.

ARTICLE IV. AMENDMENTS.

1. These rules may be amended by a two-thirds vote of those present at any meeting of the Faculty, provided the call for the meeting was issued at least three days before the meeting is held, and provided also that the call for this meeting shall include the amendment in the form in which it is proposed to be adopted.

RULES OF THE SCHOOL OF LAW.

ARTICLE I. ORGANIZATION AND MEETINGS.

1. Governing Board. The powers of government of the School, where not exercised by the Board of Regents or the University Senate, shall be vested in a Faculty, which shall consist of the President, the Dean of the School and the professors thereof.

2. Meetings. The Faculty shall hold regular meetings on the first Monday and the fourth Friday of the academic year; on each eighth academic Friday thereafter; and on the Saturday before Commencement, at two p. m. Special meetings may be called by the Dean or in his absence by two members of the Faculty. Twenty-four hours' notice shall be given of meetings except in cases of emergency. Business at special meetings may be taken up as occasion demands; at all regular meetings the order shall be as follows:

a. Reading and approval of the minutes of the previous meeting.
b. Unfinished business.
c. Reports of committees and action thereon.
d. New business.

3. Quorum. A majority of the Faculty shall constitute a quorum.

4. Secretary. The Faculty shall elect a permanent secretary.

ARTICLE II. GENERAL REGULATIONS.

1. Admission of Students. Candidates for admission are expected to be graduates of a standard four-year high or preparatory school, or to have completed a corresponding amount of work under other conditions.

Such candidates must present a minimum of fifteen entrance units as outlined in the catalogue. Entrance conditions will not be allowed beyond the equivalent of two units.

Students shall be admitted on the passing of satisfactory examinations, or on the presentation of satisfactory certificates from an accredited high school. Applications from graduates of a non-accredited high school will be considered as the merits of each case may warrant; but full standing in such instances shall be conditional upon the subsequent work of the student concerned.

Candidates twenty-one years of age, who cannot satisfy the admission requirements but are qualified to pursue special work, may be admitted to certain courses on the approval of tne Dean and the instructors in such courses.

A unit course of study is defined as a course covering a school year of not less than thirty-six weeks, with five periods of at least forty-five minutes each per week. The following are the admission requirements:

Mathematics	2
Languages other than English (4 units of Latin preferred, at least two required)	4
English	3
History	2
Science (no half units accepted in Physics and Chemtry)	2
Elective	2
	15

Electives may be chosen from the following: Mathematics 2; Greek 2; Latin 2; French 2; German 2; Spanish 2; History 2; English 2; Science 2; Drawing 1; Psychology ½ or 1; Political Economy ½ or 1.

Candidates for a degree must be at least eighteen years of age upon entering the Freshman class, and from all applicants for admission certificates of moral character may be required.

2. Requirements for Graduation. To entitle a student to the degree of LL.B. one year's work at least as a resident student

and credit in all subjects of the prescribed three year's course will be required. Credit can only be attained in any subject by class work in that subject followed by examination; or by admission to advanced standing under the prescribed rule.

3. Advanced Standing. Students may be admitted to advanced standing upon certificates from approved law schools but will receive credit only for those subjects specifically mentioned in the certificate. In subjects not so mentioned the student must attain credit either by passing examination in them upon admission to advanced standing; or by taking the class-room work and passing the examination with the class engaged in that subject.

4. Class Standing. Any student of either the first or second year class, who has not been advanced into the succeeding class under these rules, may continue his work as a "special" student by notifying the Dean in writing that he is no longer a candidate for a degree. Any special student may at any time before the beginning of the second semester of the third year of the course change his status of "special" to "regular" by producing certificates to show that he has, at regular appointed examinations, complied with all the conditions announced in the University catalogue for admission to the Law School, and for advanced standing in the class in which he wishes to be enrolled; and by entering his name with the Secretary of the Law Faculty as a candidate for a degree. Any student enrolled as a "special" may devote more than three years to the course leading to the degree of Bachelor of Laws; but no special student, not entitled to advanced standing under the regulations announced in the University catalogue, will be permitted to undertake the course leading to the degree in less than three years.

5. Absence. Absence from more than twenty per cent. of the whole number of recitations or lectures upon any distinct subject in the course of study, will exclude the student from examinations in the subject.

6. Marks. The grade of each student shall be indicated by a percentage on a basis of 100, with 70 as a minimum passing mark; conditions, 60 to 70; not passed, below 60.

7. Students' Welfare. The law Faculty shall have charge of the general welfare of all students of the Law School. The

Dean may apportion special supervision of the several classes among the individual professors of the Faculty.

ARTICLE III. AMENDMENTS.

1. Notice of any proposed amendments of the standing rules shall be presented at the meeting preceding that at which such amendments are to be voted upon. Two-thirds vote of those present shall be necessary to carry such amendments. Such amendments may be voted upon only at meetings for which twenty-four hours' notice shall have been given.

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1920

Statutes

OF THE

University *of* Colorado

SEPTEMBER, 1911

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Statutes of the University of Colorado

REFERENCES TO THE CONSTITUTION AND STATUTES OF COLORADO.

[The Revised Statutes (1908) are used unless otherwise noted.]

Accounting, uniform system of, for all State institutions. (Session Laws of 1909, pp. 455-459.)

Appropriation bills, Governor may veto items in. (Const., Art. IV., Sec. 12.)

Appropriations, order of payment of. 166.

Architectural study, surplus fees in hands of State Board of Examiners of Architects to form the nucleus of a fund to provide in the University of Colorado for an advanced course in. (Session Laws of 1909, pp. 288-293.)

Attorney-General legal adviser. 6961.

Auditor of State pay funds to University Treasurer on order of President and Secretary. Unexpended balance goes into permanent fund. 6953.

Carnegie Foundation, University of Colorado permitted to receive benefits of. (Session Laws of 1909, p. 526.)

Course of Study, University, so far as practicable in collegiate and scientific departments, shall connect with high schools. 6933.

Debt, officers of institutions forbidden to contract, beyond appropriation. Forbidden to draw money before needed and then only upon the warrant of the State Auditor. 6122. "Officer" includes members of the Board. 6124.

Debt, officers subject to penalty of $300 each for contracting in excess of appropriation or drawing money before needed. 6123.

Debt, Regents not contract in any year in excess of 80 per cent. of gross amount of any special tax for support for that year. 6121.

Debt, Regents not contract in excess of amount of appropriation. 6121, 6122. (See also 6962.)

Debt, Regents not contract beyond annual income. 6962. (See also 6121, 6122.)

Donations conveyed to Regents of University, how invested. 6960.

Emergency indebteduess, Governor authorize. 6121.

Eminent Domain, right of, for State institutions. 2416.

Funds from leasing of lands treated same as funds from sale of such lands. 5195.

Funds from sale of lands held intact. 5194. (See also 6957, 6958.)

Funds not to be drawn before needed, and then only upon warrant of State Auditor. 6122.

Funds of University not to be loaned to officers. 6959.

Funds, territorial, belonging to University, Regents use. 6951.

Funds, State institutions keep account of all received from all sources and of all moneys disbursed. Make semi-annual report to Governor. (Const., Art. IV, Sec. 16.)

Hazing in University unlawful. Teacher or employee dismissed from service; student expelled. Justice of Peace has jurisdiction. Duty of officers of University to expel students engaged in hazing. 1661-1665.

Holidays: general law 2940; special laws—Arbor Day, Colorado Day, Labor Day, Columbus Day, Election Day. 2942, 2943, 2945, 2947, 2948, 2949.

Land fund invested in Colorado or United States bonds. Funds not loaned to officers of the University. (M. A. S. 4608; also Vol. III, 4608.) (See also 5194, 5195, 6959).

Land fund turned over to Regents. 6957, 6958. (See also 5194, 5195.)

Lands of University, funds from leasing of, received by State Treasurer and treated in all respects in same manner as provided by law for the disposition of the interest on the proceeds from the sale of such lands. 5195.

Lands of University to be located by Land Commissioners. 6956.

Land set aside for University by Congress. (Enabling Act, Sec. 10.)

Lands sold only on order of General Assembly. Proceeds paid to Regents. 6957. (See also 5194.)

Lands sold only on order of General Assembly. Proceeds paid to Regents. Kept as permanent fund. 5194. (See also 6957.)

Legal Aid Dispensaries, students of Law School maintaining, entitled to appear in court. (Session Laws of 1909, p. 441.)

Medicine, Pharmacy and Dentistry, Constitutional Amendment permitting State University to conduct all but the first two years in, in Denver. (Session Laws of 1909, pp. 324, 325.)

Normal department, after June 1, 1907, Regents not required to maintain. 6945.

Permanent fund, balance of mill tax not required for ordinary purposes and expenses becomes a part of. 6953.

Permanent fund, money from leasing of lands becomes part of. 5195.

Permanent fund, money from sale of lands becomes part of. 5194. (See also 6957.)

Preparatory department, after June 1, 1907, Regents not required to maintain. 6945.

President elected by Regents. Member of the Board. Vote in case of tie. Preside at meetings. Principal executive officer. Member of Faculty. 6941. (Const., Art. IX, Sec. 13.)

President draw warrants. 6950.

President's duties regarding State Diplomas. 5869.

Printing for University ordered by officers, subject to approval of commissioner of public printing. 5245.

Public examiner examine accounts of University. 5003.

Regents, six; election and term of office; body corporate, known as "The Regents of the University of Colorado." 6937. (Const., Art. IX, Sec. 12.)

Regents, election of. 2137, 2141, 2142, 2143, 2144, 2272, 2274, 2277, 2280, 2281, 2282, 2294.

Regents hold office until successors duly qualified. (Const., Art. XII, Sec. 1.)

Regents, Governor fill vacancy. 6940.

Regents, term of, when elected to fill vacancy. (Const., Art. XII, Sec. 11.)

Regents, oath of. 6938. (Const., Art. XII, Sec. 8.)

Regents, pay and mileage of. 6119, 6120, 6939.

Regents give personal attention to duties of office. (Const., Art. XII, Sec. 2.)

Regents, meetings of, two annually at University. Other meetings as appointed. Special meetings called by President or three members. Majority a quorum. 6942.

Regents, general supervision of University. 6943. (Const., Art. IX, Sec. 14.)

Regents establish departments, confer degrees, and grant diplomas. 6945. (See also 1022.)

Regents enact laws; appoint officers and instructors; fix salaries; have power to remove; determine tuition fees. 6944.

Regents, exclusive control of funds. 6943. (Const., Art. IX, Sec. 14.)

Regents audit bills. President draw warrants. Secretary countersign. Records submitted to each meeting of Regents, 6950.

Regents, Board of Trustees transfer property to. (M. A. S. 4589.)

Religious or irreligious denomination or society, University never to be controlled by. 6936.

Religious test, compulsory attendance on religious service, and race discrimination forbidden. (Const., Art. IX, Sec. 8.)

Report, Librarian make to Library Commission. 3944.

Report, President make annually to Regents. 6954.

Report, President make biennially before December to State Superintendent of Public Instruction. Superintendent of Public Instruction publish not more than ten pages. 4708, 4709. (See also 6955.)

Report, Regents make biennially on first day of October to Superintendent of Public Instruction. President's and Regents' reports embodied in Superintendent's report to General Assembly. 6955. (See also 4708.)

Report, Regents make to Governor twenty days before Assembly. (Const., Art. IV, Sec. 17.)

Secretary, elected by Regents, keep records and books, countersign warrants. 6947.

State Board of Examiners, laws regarding, modified. 5869; Session Laws of 1909, pp. 369-372.

State Board of Examiners, President of University appoint one member. Session Laws of 1909, pp. 369-372.

State Certificates granted to graduates of the College of Liberal Arts who have had at least twenty hours of professional subjects. Session Laws of 1909, pp. 369-372.

State Geological Survey. 6102-6111; Session Laws of 1909, pp. 149-150.

State Geologist, Professor of Geology. 6104.

State Geologist turn over specimens to University. 6946.

State Institution, University made a. (Const., Art. VIII, Sec. 5.)

State Warrants of 1887, 1888, 1889, 1892, 1893, 1894, 1897, Constitutional Amendment providing for funding of. Session Laws of 1909, pp. 315-322.

Students do not gain or lose residence while at Institution. 2149.

Students, qualifications of. 6933.

Surplus fund, emergency warrants paid from. 2719.

Tax of additional one-tenth mill for years 1893 and 1894. (M. A. S. 4602 a, Vol. III.)

Tax of one-fifth mill. (M. A. S. 4602).

Tax of two-fifths mill for support of University. 6952.

Taxes for support of University entered by each county assessor upon the tax list in one column. 5669. (See also 6953.)

Treasurer elected by Regents, keep accounts, subscribe an oath. Bond not less than $25,000. Bond approved by Regents, Attorney-General and Secretary of State. Filed in office of Secretary of State. 6948.

Treasurer, Regents ineligible to office of. 6949.

Tuition fee. 6935. (See Session Laws of 1893, p. 474.)

University, object of. 6933.

LAWS OF THE BOARD OF REGENTS.

ARTICLE I. REGENTS.

1. Committees. The standing committees of the Board of Regents shall be: Auditing; Library; Teachers; Finance; Buildings and Grounds; Executive.

2. Appointment of Committees. Of the two Regents with six years to serve, one shall be on the Library Committee and the other on the Auditing Committee.

The Regents with four years to serve shall constitute the Finance Committee, and the one who previously, as a six-year member, served on the Library Committee, shall be a member of the Auditing Committee, and the other who previously served on the Auditing Committee shall be a member of the Library Committee.

The Regents with two years to serve shall constitute the Executive Committee, and Buildings and Grounds Committee.

The President shall appoint two members of the Board as the Teachers Committee.

3. The President a Member. The President shall be *ex officio* a member of the Executive Committee, Buildings and Grounds Committee, Teachers Committee, and Auditing Committee, and the Librarian shall be *ex officio* a member of the Library Committee.

4. Time of Appointment of Committees. Commencing January, 1909, the Board of Regents shall biennially designate the members of committees according to the foregoing provisions, and any person elected or appointed to fill any vacancy upon the Board of Regents shall fill the corresponding vacancy on said committees.

5. Regular Meetings. Regular meetings of the Board shall be held as follows: First Wednesday preceding the opening of the University in September; second Wednesday in November; third

Wednesday in January; third Wednesday after the first Monday in April; Monday of Commencement Week. Special meetings may be called by the President or on the request of three members of the Board.

6. Secretary and Treasurer. A Secretary and a Treasurer, not members of the Board, shall be appointed by the Regents. In general their duties shall be as prescribed by the Colorado statutes. In addition the Secretary shall collect, record, and account for all dues to the University, and turn the same over to the Treasurer. He shall give such bond as may be required by the Regents. The State Treasurer shall be custodian of the Permanent Land Fund and invest it under the direction of the Treasurer of the Board.

ARTICLE II. ORGANIZATION OF THE FACULTY.

1. General Faculty. All persons, who give instruction in any department of the University, together shall be known as the General Faculty. The grades of instructors are Professors, Assistant Professors, Lecturers, Instructors, Assistants. For efficiency of organization, besides the President, there shall be an Advisory Council of Deans, a Senate, and a Faculty of each College and School.

2. President. The President is the executive of the University, and under authority of the Regents has supervision of the departments and the affairs of the Institution. He represents the policy of the University, and is expected to secure efficiency in its various departments and has needful power to that end. Petitions and recommendations shall be referred to the Board through the President, and it shall be his duty to bring all such requests and recommendations before the Board. He shall be *ex officio* a member and Chairman of the Senate and the several Faculties, and Chairman of the Advisory Council. The Regents shall appoint annually some member of the Faculty to act for the President in his absence.

3. Deans. A Dean of the Graduate School, a Dean of the College of Liberal Arts, a Secretary of the College of Commerce, a Secretary of the College of Education, a Dean of the College of Engineering, a Dean of the Medical School, and a Dean of

the Law School shall be appointed by the Regents annually. The Regents shall also appoint a Director of the Summer School, a Librarian, a Dean of Women, a Custodian of the Art Collection, and a Curator of the Museum.

4. Advisory Council. The Advisory Council shall consist of the Dean of the Graduate School, the Dean of the College of Liberal Arts, the Secretary of the College of Commerce, the Secretary of the College of Education, the Dean of the College of Engineering, the Dean of the School of Medicine, the Dean of the School of Law, and, where the women students are more directly concerned, the Dean of Women. This Council is authorized to act in an advisory capacity to the President; to pass on major cases of discipline, with power to suspend or rusticate or expel a student; to propose matters for discussion to the University Senate.

5. Senate. The Senate shall consist of the resident heads of departments of all faculties, including the Librarian and the Dean of Women. The functions of the Senate shall be:

a. To discuss the general educational policy of the University.

b. To deal with matters affecting more than one faculty.

c. To make rules and regulations concerning—

(1) General conduct of students (deportment, cheating in examination, etc.); attendance, schemes of grading, etc.

(2) Student organizations and social life.

(3) Student assembly, dormitories.

(4) Student publications.

(5) Intercollegiate and other oratorical and debating contests.

(6) The Bennett Prize.

(7) Athletics.

(8) High-School Day.

(9) Accrediting high schools, entrance regulations, High-School Conference.

(10) Recommendation for honorary degrees.

(11) Carrying out plans of Commencement Week.

The Senate shall annually elect a secretary. A majority of the Senate shall constitute a quorum.

In general the action of the Senate is expected to be in accord with the general policy of the University, and doubtful matters may be postponed by the President and referred to the Regents. The Regents may review any action of the Senate.

6. Faculties. Each Faculty of a College or School:

a. Shall deal with all matters pertaining to the internal working of the college or school and to the students therein.

b. Shall make regulations for matriculation and graduation.

c. Shall recommend for regular degrees—the recommendation to be in the hands of the Regents as early as the Saturday preceding Commencement Week.

d. Shall, through the Dean, have power to deal with minor cases of discipline.

Each Faculty shall elect annually a secretary.

The professors of each College or School shall constitute the faculty thereof, except that to the Engineering Faculty shall be added the Professors of Physics and Chemistry of the College of Liberal Arts, and that the Graduate Faculty shall be constituted by the Professors engaged in graduate instruction. The faculty of the College of Liberal Arts, College of Commerce, and College of Education shall act as one Faculty.

The action of each Faculty is expected to be in accord with the general policy of the University, and doubtful matters may be postponed by the President and referred to the Regents. The Regents may review any action of a Faculty.

ARTICLE III. APPOINTMENTS AND SALARIES.

1. Under the regulations of the Board, the President with the Committee on Teachers, is authorized to make all appointments of instructors and employees whose appointment is not otherwise provided for. All appointments are subject to revocation when, in the judgment of the Regents, the good of the University requires it. The salary of a full professor shall be $1800 to $2800; of a Dean in addition, $200; of an assistant professor $1400 to $1800; of an instructor $800 to $1200; of teaching

scholars $100 to $400. Professors and assistant professors below minimum salary shall receive at once at least the minimum salary. Professors and assistant professors shall have the regular increase of $100 per year. The salary of instructors and teaching scholars shall be determined annually. Certain exceptions to this rule are made by action of the Board of Regents. Unless exceptional provision is made, salaries shall be paid in nine installments, each payment at the end of four weeks of actual service.

2. The Medical Faculty shall make no changes in, or additions to, its Faculty except by the authorization of the Board of Regents.

ARTICLE IV. COLLEGES AND SCHOOLS OF THE UNIVERSITY. ACADEMIC YEAR.

1. The following are the Colleges and Schools of the University: College of Liberal Arts, College of Commerce, College of Education, College of Engineering, Graduate School, School of Medicine, School of Law, Summer School.

2. The academic year shall be thirty-six full weeks, with provision for two weeks' vacation at Christmas holidays, one week in the Spring, and thirteen weeks in the Summer. The Summer School shall open the second Monday after Commencement Week and continue six weeks.

ARTICLE V. DEGREES. COMMENCEMENT.

1. Degrees. The following are the recognized degrees of the University: College of Liberal Arts, B.A.; College of Commerce, B.A. and special certificate; College of Education, B.A. and special certificate; College of Engineering, B.S. in Civil Engineering, B.S. in Electrical Engineering, B.S. in Mechanical Engineering, B.S. in Chemical Engineering; Graduate School, M.A. and Ph.D., also M.S., C.E., E.E., and M.E.; School of Medicine, M.D.; School of Law, LL.B.; Honorary Degrees, LL.D., D.D., Litt.D.

2. Two Degrees in Six Years. Students in the College of Liberal Arts who aim at both the College degree and the degree of the Law School may so choose their electives under the direc-

tion of the faculty of the College of Liberal Arts as to receive one year's credit in the three years' Law course. Students who aim at both the college degree and the degree of the Medical School may so choose their electives under the direction of the faculty of the College of Liberal Arts as to receive two years' credit in the Medical School. It is provided that the college students so electing shall pay, instead of the fees of the College of Liberal Arts, the fees of the Law School or of the Medical School.

3. Commencement. Commencement exercises shall be held annually during the last week of the academic year, called Commencement Week. The Regents, Faculty and candidates for degrees are requested to appear in academic costume on Commencement Day and other important days of Commencement Week.

ARTICLE VI. EXPENDITURES.

1. Appropriations to Departments. Annually at the April meeting of the Regents appropriations shall be made for the various departments of the University in accordance with the needs of the departments and within the limits of available funds for the purpose. An account of each appropriation and drafts upon it shall be kept in the President's office. Departments shall not exceed their appropriations, and appropriations are available only on requisition signed by the President. All officers, instructors and employees are powerless to incur any liability against the University except upon such requisition.

2. Auditing. All bills shall be audited monthly by the Auditing Committee before payment, except such emergency bills as are previously authorized by the Regents. Bills paid as emergencies shall be submitted monthly to the Auditing Committee. A statement of all vouchers shall be sent to each Regent monthly.

3. Fixed Charges. The President is authorized to provide for the payment of monthly salaries, and make requisitions for payments on contracts and departmental appropriations voted by the Board, and for the following regular purposes: Annual Catalogue, Bulletin of the College of Engineering, Bulletin of the School of Medicine, Bulletin of the School of Law, Bulletin of the Department of Education, Bulletin of the Summer School, Biennial Report, Booklet of Views, University of Colorado Studies,

Investigations in Psychology and Education, University of Colorado Medical Bulletin, Commencement Addresses, University News-Letter, Weekly News-Letter, high-school number of the "Silver and Gold," regular copies of "Silver and Gold" to high schools of State, occasional special numbers of "Silver and Gold" for Alumni, Commencement programs, administrative and departmental forms and blanks, occasional circulars, customary supplies, customary extra clerical service, customary extra service for buildings and grounds, high-school visiting including summer trips, customary Commencement expenses, advertising the Summer School, standing advertisements in Colorado School Journal and Rocky Mountain Educator, necessary expenses in securing instructors and in attending such associations, in which the University has membership, as may be designated by the Regents, minor expenditures in executing the general policy of the Board.

ARTICLE VII. TUITION AND FEES.

COLLEGES OF LIBERAL ARTS, COMMERCE, AND EDUCATION.

Matriculation (paid once) ..... $ 5.00

Tuition, resident, per year 15.00

Tuition, non-resident, per year 25.00

Laboratory fees per semester [collected only from students who take the particular courses. The following fees include breakage deposits, etc., as well as charges for material, hence are in part returnable, if the student exercises care].

Physics, all laboratory courses, 50 per cent. returnable 2.00

Chemistry [Lecture hours are not counted]:

General Inorganic, per credit hour, 25 per cent. returnable 3.00

Qualitative Analysis, per credit hour, 25 per cent. returnable 3.00

Organic Preparations, per credit hour, 25 per cent. returnable 3.00

All other courses, per credit hour, 25 per cent. returnable 1.50

Biology:

Botany, any course, 25 per cent. returnable..... 2.00
Zoology, any course, 25 per cent. returnable..... 3.00
Histology and Embryology, 25 per cent. returnable 2.50

Education:

Pedagogical Library Fee for each Pedagogical Course requiring duplicate books..... 1.00

Geology:

General Geology, 60 per cent. returnable..... 5.00
Mineralogy, 25 per cent. returnable..... 6.00
Quantitative Mineralogy, 25 per cent. returnable... 6.00

GRADUATE SCHOOL.

Matriculation (paid once)..... 10.00
Diploma fee 10.00

COLLEGE OF ENGINEERING.

Matriculation (paid once)..... 5.00
Tuition, resident, per year..... 15.00
Tuition, non-resident, per year..... 25.00
Fees, for material, etc., per year..... 10.00

SCHOOLS OF MEDICINE AND PHARMACY.

Tuition, per year..... 75.00

SCHOOL OF LAW.

Tuition, per year..... 50.00

ASSOCIATED STUDENTS.

Annual fee for all students in all the Colleges and Schools [Recommended by the "Associated Students"; devoted entirely to student interests; entitles each student to free admission to all local events held under the auspices of the Associated Students, to copy of college weekly, etc..... 5.00

ARTICLE VIII. ADDITIONAL RULES.

1. Professors. Professors and instructors shall keep a record of their absences from class work and of dismissal of classes,

and report the same each semester to the President for consideration of the Regents.

Professors and employees shall be responsible for all property in their charge and shall make a report of the same to the Regents for each biennial report. They shall not loan property in their charge.

Professors and other persons officially connected with the University are forbidden to use their position in the University to advertise their connection with any business or speculative adventure.

2. Hazing. Hazing in all its forms is prohibited in this University. The students who thus interfere with the personal liberty of a fellow student are rendered liable to immediate discipline. Students, upon entry, shall be required to give a written pledge not to engage in hazing.

3. Betting and gambling in any form on the part of students of the University, and betting and gambling in any form on the University grounds are at all times prohibited.

4. Approval of Choice of Rooming Houses. The choice of lodging and boarding houses by women students shall in all cases be subject to approval by the Dean of Women; in general women students shall be located in boarding houses which are set apart exclusively for women.

5. Student Meetings. Student meetings may be held on the University campus only upon consent of the President, and at the time and place designated.

6. Control of Student Interests. Student athletics, student organizations and social life, student publications, and intercollegiate oratorical and other such contests, shall be subject to Senate control, and the Senate shall appoint standing committees for each of these interests.

7. Student Assembly. A period shall be set apart for daily student assembly. During this period no class or lecture work shall be conducted and no other student meetings shall be held. No instructor or officer shall for any reason detain any student

from attendance. Subject to the approval of the Regents as to general plan, the President shall arrange fromal exercises for the different days of the week. He is authorized to secure a chaplain for certain days of the week if it is deemed advisable.

RULES OF THE UNIVERSITY SENATE.

ARTICLE I. ORGANIZATION AND MEETINGS.

1. The Senate. The Senate shall consist of the President and resident heads of Departments of all Faculties, the Dean of Women, and the Librarian.

2. Meetings of the Senate. Meetings of the Senate shall be held the Saturday immediately preceding the opening of the University in September and every eighth Friday thereafter during the academic year. Twenty-four hours' notice by mail shall be given of meetings, except in cases of emergency. The President, or in his absence the Acting President, or seven members of the Senate may call a special meeting at any time, due notice being given.

3. Business at the special meetings may be taken up as the occasion demands; but, at all regular meetings, it shall be done in the following order:

a. Reading and approval of the minutes of the previous meeting.

b. Unfinished business.

c. Reports of special committees and action thereon.

d. New business.

e. Reports of standing committees and action thereon.

4. Election of Secretary. The Senate shall annually elect a Secretary.

5. Quorum. A majority of the Senate shall constitute a quorum.

6. Committees. The following shall be the standing committees of the Senate:

a. Student Deportment and Attendance.

b. Student Organizations and Social Life.

c. Student Assembly; Dormitories.
d. Student Publications.
e. Oratorical Interests.
f. The Bennett Prize.
g. Athletics.
h. High-School Day.
i. High Schools and High-School Conferences.
j. Honorary Degrees.
k. Commencement.

ARTICLE II. FUNCTIONS OF COMMITTEES AND GENERAL REGULATIONS.

1. Student Deportment and Attendance. The Committee on Student Deportment and Attendance shall consist of the Dean of the College of Liberal Arts, the Dean of the Graduate School, the Secretary of the College of Commerce, the Secretary of the College of Education, the Dean of the College of Engineering, the Dean of the School of Medicine, the Dean of the School of Law, the Dean of Women. It shall deal with all major cases of discipline with power to suspend, rusticate or expel a student. By usage and implication minor cases of discipline would be dealt with by the deans of the respective faculties. The Committee shall also deal with the question of attendance.

Examinations and Quizzes. Entrance examinations shall be arranged for the Friday and Saturday before the opening of the college year, the questions to be prepared by the heads of the departments and placed in the hands of the Secretary of the University, who will carry on the entrance examinations at arranged times.

Seniors shall be treated like other students as to the necessity for final examinations.

All classes shall have final examinations except where it is impracticable or unnecessary, and the impracticability or lack of necessity in each case shall be decided by the head of the department, and reported by him to the Dean.

If a final examination is given, all members of the class shall be required to take it.

No member of the teaching force other than a professor shall excuse a class from a final examination without the consent of the head of the department.

All members of the teaching force other than professors shall consult the head of the department as to the questions to be asked in a final examination.

No special examination shall be given before the regular examination except in the case of seniors at the close of the second semester.

Supplemental examinations for the removal of conditions are to be held immediately after the Spring recess for first semester conditions, and during the week following Thanksgiving for second semester conditions. However, students having second semester conditions may make arrangements with the proper instructor for supplemental examinations on Friday and Saturday before the opening of the college year.

There shall be no special quizzes.

Marks. In the Colleges and Schools of the University the standing of each student shall be indicated by a percentage on a basis of 100, with 70 as a minimum passing grade; conditioned 60-70; not passed below 60. Any Faculty may use letters instead of percentages on report cards, but in accordance with these standards. Credit cards shall be issued to each student at the close of each semester.

Attendance at Classes. All instructors shall endeavor to secure the best possible attendance at their classes and shall require students who have been absent to complete the full work of the course pursued. They shall make weekly report of all absences to the Dean, pointing out any cases needing special attention.

The Dean shall co-operate with the departments in the efforts to secure good attendance; he shall investigate cases recommended to him for discipline and any others which may seem to require it; he may summon students, warn them, put them on probation or exclude them from classes. The Dean, on consultation with the President, shall make such regulations as may be necessary to carry out the intent of this rule.

In the School of Medicine and in the School of Law an attendance of eighty per cent. of the class hours shall be required.

When a student's connection with the University terminates within the academic year, the Dean shall notify the parents of the student and the instructors concerned.

Deportment. The University relies primarily upon the sense of responsibility and of the fitness of things on the part of the students. Aside from any formulated rules, students are expected to behave in a becoming manner. For general guidance it should be understood:

a. That all students employing unfair or dishonorable devices in class work, occasional quizzes, or regular examinations, shall be suspended or rusticated; and in more flagrant cases, or on second offence, may be expelled.

b. That the women students shall fulfill the requirements of the Faculty as represented by the Dean of Women, as to boarding houses, recreations, chaperones, etc.

c. That there shall be no smoking in any of the general buildings or the immediate approaches thereto.

d. That dissolute and worthless students will be removed from the Institution.

e. That damage done to University property, whether by accident or design, shall be paid for by the persons causing the same.

f. That no student shall represent the University in outside affairs unless duly authorized by the President.

g. That men students and women students shall not be allowed to room in the same houses.

h. That students are expected to appreciate the unusual privileges they possess in connection with the Library; that any failure to comply with the few regulations shall be reprehended; that the defacing or mutilating of books or periodicals shall be treated as a serious offence.

i. That student meetings in University buildings shall be held only at such times and in such rooms as are approved by the proper authorities.

2. Student Organizations and Social Life. The Committee on Student Organizations and Social Life shall deal with questions affecting student organizations (except those hereinafter specially provided for); or affecting such phases of student life as fraternities, social functions, etc.

All organizations handling money received from persons other than their own members shall be required to keep an exact account of receipts and expenditures, and their accounts shall be audited annually. Wherever other provision is not made for carrying out this rule, it shall be carried out by this committee. [See Constitution of the Associated Students.]

Changes in the standing rules of any student organization, or proposals to form new student organizations, must be referred to the Committee on Student Organizations.

Persons other than students shall not be recognized as belonging to student organizations.

The Committee shall recommend measures looking to the reduction of social functions and of all other student activities, tending to interfere with the real purposes of the University.

3. Student Assembly; Dormitories. The Committee on Student Assembly and Dormitories shall have general supervision of the Dormitories, and shall deal with questions connected with attendance at general exercises according to the following scheme:

a. Attendance at General Exercises is required of all students, by recommendation of the Faculty and resolution of the Board of Regents.
b. Definite assignment of seats shall be made for all students, and posted publicly.
c. Attendance shall be made out for each General Exercise by monitors.
d. All persons absent from General Exercises are expected to file excuses for these absences in the Secretary's office before ten o'clock on Friday. Slips for the purpose are provided.
e. In default of satisfactory explanation all absentees will be summoned to meet the Committee on Student Assem-

bly on Wednesday afternoon of the following week. Failure to meet the Committee is followed by a report to the Dean for action.

4. Student Publications. The Committee on Student Publications shall represent the Senate in connection with the organizing, editing, and circulating of all student publications.

The business managers or managing boards of student publications shall submit annual reports of their receipts and expenditures, which shall be audited by this Committee, unless otherwise provided for. [See Constitution of Associated Students.]

5. Oratorical Interests. The Committee on Oratorical Interests shall represent the Senate on the Debating Board and in all questions pertaining to the oratorical and debating interests with which the University as such is formally connected.

The Oratorical Association shall submit an annual report of its receipts and expenditures, which shall be audited by this Committee unless otherwise provided for. [See Constitution of Associated Students.]

6. Bennett Prize. The Committee on the Bennett Prize shall consist of the President, and the Heads of the Departments of Political Economy and History. It shall award the Bennett Prize.

7. Athletics. The Committee on Athletics shall represent the Senate on the Athletic Board of the Associated Students. They shall recommend to the Senate rules and regulations for governing athletic interests, and shall make reports as may be called for.

In order to be eligible to represent the University in an intercollegiate athletic contest, a student must

a. Be an amateur in the ordinary acceptation of the term, it being understood that playing summer baseball shall not count against his amateur standing unless he plays on an organized team under "national agreement" or on any league team recognized as "outlaw."

b. Not have taken part in intercollegiate athletics for more than three years previous to the year in which he desires to compete.

c. Not have taken part in intercollegiate athletics the immediately preceding year at some other institution of college grade.

d. Have been in residence and have done acceptable work for at least one-half year before being allowed to compete in intercollegiate games.

e. Have passed in at least two-thirds of full work during the immediately preceding semester.

f. Be doing such work in at least two-thirds of the required work of his college or school, that, if it be continued to the end of the semester, he shall be entitled to his credits in that work—this to be certified by the instructors concerned.

g. Have satisfied the conditions of entrance with at least fifteen entrance units.

h. Be registered within two weeks of the beginning of the semester in which the contest, in which he desires to compete, occurs.

8. High-School Day. The Committee on High-School Day shall make all arrangements for the observance of some Saturday each spring as a High-School Day, and shall represent the University in dealing with the High Schools on all matters pertaining to this event.

Only accredited High Schools shall be eligible for participation in the features of the programme.

9. High Schools and High School Conference. The Committee on High Schools and High School Conference shall investigate the character of schools applying for admission to the accredited list, and make recommendations to the Senate. Only four-year courses will be considered. The committee shall also annually inspect the course of study of each accredited school and determine whether such school continues worthy.

It shall in conjunction with representatives of the High Schools determine when a High-School Conference is desirable, and make arrangements for holding the same.

10. Honorary Degrees. A Committee of three shall be appointed to recommend names to the Senate for honorary degrees.

This shall not be taken to mean that individual members may not nominate for honorary degrees at the same time. It shall make such recommendations to the Senate three months in advance of the Commencement at which the degree is to be granted. The Senate shall recommend for honorary degrees by a two-thirds vote; the vote shall be by ballot.

11. Commencement. The Committee on Commencement shall make recommendations as to the exercises during Commencement week and carry out such detailed plans as may be agreed upon.

All candidates for degrees are expected to be present at the Commencement exercises unless excused by the President.

ARTICLE III. ADMISSION OF STUDENTS.

1. Candidates for admission are expected to be graduates of a standard four-year high or preparatory school or to have completed a corresponding amount of work under other conditions.

2. Such candidates must present the minimum of fifteen entrance units as outlined in the catalogue. Entrance conditions will not be allowed beyond the equivalent of two units.

3. Students shall be admitted on the passing of satisfactory examinations or on the presentation of satisfactory certificates from an accredited high school. Applications from graduates of a non-accredited school will be considered as the merits of each case may warrant; but full standing in such instances shall be conditional upon the subsequent work of the student concerned.

4. In addition to a four-year high-school preparation, two years of college are required for admission to the Schools of Medicine and Law.

5. Candidates twenty-one years of age, who cannot satisfy the admission requirements, but are qualified to pursue special work, may be admitted to certain courses on the approval of the proper committee of the respective faculties.

6. Certificates of moral character may be required from all applicants for admission.

ARTICLE IV. AMENDMENTS.

1. Notice of proposed amendments to the standing rules shall be presented at the meeting preceding that at which they are to be voted upon, and such changes shall be carried only by a two-thirds vote of those present. Amendments may be voted upon only at meetings for which twenty-four hours' notice shall have been given.

2. The rules of the Senate may be at any time suspended, or the pains and penalties imposed may be dispensed with, by a two-thirds vote of the members present, at any regular meeting.

RULES OF THE GRADUATE SCHOOL.

ARTICLE I. ORGANIZATION.

1. Faculty. The Graduate Faculty shall be constituted of professors engaged in graduate instruction.

2. Officers. The officers of the Graduate School shall be a Dean, a Secretary, and an Executive Committee.

3. Dean. The Dean of the Graduate School has general oversight of graduate students; he shall approve the election of studies of all graduate students and see that the working schedule of each is in some sense a consistently related group of courses.

4. Graduate Committee. The Executive Committee shall consist of the Dean, the Secretary, and two other professors.

The Executive Committee shall make a study of the general needs of the Graduate School, supervise the election of studies, and, after receiving reports from the professors giving the instruction, recommend candidates for degrees to the Graduate Faculty.

ARTICLE II. MEETINGS.

1. Stated Meetings. The Stated Meetings of the Graduate Faculty shall be on the first Monday of the academic year, the fourth Friday, and every eighth academic Friday thereafter, and the Saturday before Commencement.

2. Special Meetings. Special meetings may be called at any time on twenty-four hours' notice by the President or, in his absence, by the Dean.

3. Quorum. A majority of the Faculty shall constitute a quorum.

ARTICLE III. ADMISSION.

1. Graduates. Graduates of any college or scientific school in good standing are admitted upon presentation of diploma and certificate of good character.

Bachelors who elect courses exclusively of undergraduate rank shall not be listed as graduate students.

2. Undergraduates. Only bachelors or students who have substantially completed the requirements for the bachelors degree shall be listed in the Graduate School.

3. Admission Not Candidacy. Admission does not imply candidacy for a degree.

4. In conference with the Dean each student selects a major subject; the minors are elected in conference with the professor in charge of the major subject.

ARTICLE IV. ADVANCED STANDING.

1. Credit. Credit is given for work done in other universities, but at least one full year of residence at this University is required for each higher degree.

2. Letters. Students applying credits from other universities should bring letters from their instructors showing amount and quality of work.

3. Examination. The final examination covers all subjects presented for the degree whether done here or elsewhere.

ARTICLE V. RESIDENCE.

1. Work *in Absentia.* The University of Colorado does not grant credit for work done *in absentia* except to graduates of this University who are candidates for the degree of Engineer.

2. Definition of Residence. For a year to count as residence, a student should be located at the University as early as the first day of October and give his undivided attention to academic work, completing not less than thirty hours.

Graduates of this University or of other institutions of similar standing may work toward the degree M. A. in the Summer Session. Graduates of other institutions will be recognized and approved as candidates for the degree only after the successful

completion of two or more advanced courses in the Summer Session.

Major and minor subjects may be chosen in such departments as offer sufficient work in summer sessions.

A program of work outlined by the candidate must be approved by the major professor and the Dean of the Graduate School. This will include class-room exercises during summer sessions and additional study, reference reading or laboratory work at other times. Candidates who do the additional work suggested may meet all residence requirements by successful study during four (or in exceptional cases, three) summers.

ARTICLE VI. COURSE OF STUDY.

1. Major and Minors. There must be a major subject and at least one minor. The first minor, of not less than six hours, is to be taken in a different department from the major.

ARTICLE VII. CANDIDACY FOR A DEGREE.

1. Form of Application. Applications for candidacy should include a programme of studies leading to the degree, a list of undergraduate work in the same lines, a statement of any original work already accomplished, and an enumeration of honors and degrees.

2. Time of Application. A graduate student wishing to become a candidate for the degree Master of Arts should make special application as soon as possible after matriculation.

A student entering the University for the first time should work some months, that his ability may be known, before applying for enrollment as a candidate for the degree Doctor of Philosophy.

Candidates for the degree Engineer must be registered for two years before coming up for the degree.

3. French and German. Candidates for the degree Master of Arts shall have a reading knowledge of French or German; but if the professor in the major subject shall demand it, the student shall be required to have a reading knowledge of both French and German.

Candidates for the degree Doctor of Philosophy must present a reading knowledge of French and German.

ARTICLE VIII. REQUIREMENTS FOR DEGREES.

1. For Master of Arts. The work required for the degree Master of Arts is one full year.

Copies of the Master's thesis or dissertation, printed or typewritten and bound, are to be placed in the University Library.

The Graduate Committee has power to limit the number of copies of theses required of Masters.

2. For Doctor of Philosophy. The work required for the degree Doctor of Philosophy is three years of residence, which shall include a minimum of five semesters of twelve hours each; the first two years may be spent at other universities in actual residence, or the first two years may be done here and the third spent in preparation of a thesis at some approved university.

The thesis for the Doctor's degree must show power in original investigation; it is printed, and from fifty to one hundred copies, as the Graduate Committee may require, are placed in the University Library.

3. For Master of Science. A candidate for the degree Master of Science must have previously received the degree B.S. in Engineering from this University; or, if graduated elsewhere, he must satisfy the Faculty that he possesses equivalent attainments. He must choose a major subject to occupy one-half his time from the graduate courses offered in the line in which he received his Bachelor's degree. Study and residence for not less than one year and a thesis on an approved subject are required. A year's work includes thirty hours, of which not less than six hours should be given to the thesis.

4. For Engineer. A candidate for the degree Civil Engineer, Electrical Engineer, or Mechanical Engineer must be registered for two years in advance of the Commencement at which the degree is to be conferred; graduates of other institutions must complete one year of work and residence in this University.

The degree of Engineer may be conferred upon a Bachelor of Science of this University who has taken the B.S. degree in the

course for which he is a candidate for the higher degree, if he furnishes satisfactory evidence that he has pursued further technical studies for at least one year, has presented a satisfactory thesis on an approved engineering topic, and in addition has been employed in professional work in positions of responsibility for at least another year. If the candidate does not reside at the University, his course of study must be approved in advance by the professor in charge of the department; and he must prepare an approved thesis on some engineering topic to be presented together with a detailed account of his professional work, at least one month before the annual Commencement at which he expects to take his degree.

ARTICLE IX. AMENDMENTS.

1. Notice. Notice of proposed amendments to these standing rules shall be presented in writing at the meeting preceding that at which they are to be acted upon.

2. Two-Thirds Vote. Amendments shall be carried by not less than a two-thirds vote of those present.

RULES OF THE COLLEGE OF LIBERAL ARTS.

ARTICLE I. FACULTY.

1. The Faculty shall consist of Professors in the College of Liberal Arts.

2. Faculty meetings shall be held on the first Monday, the fourth Friday, each eighth academic Friday thereafter, and the Saturday before Commencement. Special meetings may be called by the President; or in his absence by the Dean; or by five members of the Faculty. Twenty-four hours' notice by mail shall be given of meetings, except in cases of emergency.

The business at the special meetings may be taken up as the occasion demands; but at all regular meetings the following order shall obtain:

a. Reading and approval of the minutes of the previous meeting.

b. Unfinished business.

c. Reports of special committees and action thereon.

d. New business.

e. Reports of standing committees and action thereon.

3. A majority of the Faculty shall constitute a quorum.

4. The Faculty shall elect a secretary each year.

5. The standing committees shall be:

a. The Committee on Courses.

6. The Committee on Courses shall constitute an executive committee to manage all questions of detail pertaining to admission, standing, studies, including advice of students as to elections, "in absentia work," extra hours, and changes of courses for the year; and to prepare and revise the schedule of hours.

ARTICLE II. ADMISSION, STUDIES, GRADUATION.

1. Admission of Students. Candidates for admission are expected to be graduates of a standard four-year high or preparatory school, or to have completed a corresponding amount of work under other conditions.

Students may be admitted on the passing of satisfactory examinations or on the presentation of satisfactory certificates from an accredited high school. Applications from graduates of a non-accredited school will be considered as the merits of each case may warrant; but full standing in such instances shall be conditional upon the subsequent work of the student concerned.

Candidates twenty-one years of age, who cannot satisfy the admission requirements but are qualified to pursue special work, may be admitted to certain courses on the approval of the proper committee of the Faculty.

Certificates of moral character may be required from all applicants for admission.

Fifteen units are required for admission. Entrance conditions will not be allowed beyond the equivalent of two units. A unit course of study is defined as a course covering a school year of not less than thirty-six weeks, with five periods of at least forty-five minutes each per week, two periods of Manual Training or Laboratory work being equivalent to one period of classroom work. This is equivalent to one hundred and eighty actual "periods" per unit. The fifteen units are equivalent to thirty "points."

Mathematics	2
Languages other than English	4
English	3
History	2
Science	2
Electives	2
	15

Electives may be chosen from the following: Mathematics, 2; Greek, 2; Latin, 2; French, 2; German, 2; Spanish, 2; History, 2; English, 1; Science, 2; Psychology, ½. From the fol-

lowing group, subject to special accrediting by the University, not more than three units: Drawing, 1; Manual Arts, 2; Domestic Science, 1; Agriculture (Introductory Science), 1; Commercial Geography, ½; Elementary Economics, ½.

All students, who do not present the units specified in the above table of requirements for admission but who do present fifteen acceptable units, will be regularly admitted. Such students will, however, be required to elect in College courses that will fulfill the requirements specified, e. g., if a student enters with but two units of Language other than English, then he must include in his College course the equivalent of two units in foreign language.

a. Half units will not be accepted in Physics and Chemistry.

b. Students who present three units of Greek are required to present only one unit of Science, but they must have a total of fifteen units.

c. For the foreign language requirement four units of Latin are preferred, at least two units urgently advised. Students intending to pursue the study of Latin in the University should present four units in Latin for entrance; those intending to pursue the study of Greek should present preferably three, at least two, units of Greek.

2. Requirements for Graduation. To attain the degree Bachelor of Arts students must complete 120 hours as follows:

a. Group electives 50 hours, thirty hours of these to be done during the junior and senior years.

b. In the freshman and sophomore years 10 hours in English Language (4 hours of this permitted to be in literature at option of the English Department); 6 hours History or Economics; 5 hours Psychology or Philosophy; and 15 hours in the group of Classics, Mathematics and Science (10 hours in one of the three and 5 hours in another of the three).

3. Credits. Students shall receive credit for only such subjects and amounts as are listed in their application and approved by the Committee on Courses. The Committee shall approve only

applications for definite amounts of credit and for courses which are listed at definite amounts of credit in the catalogue or with the Committee. The Committee shall in no case allow more hours' credit in any subject than the instructor in charge devotes to this subject in the class room with the students pursuing the course. In purely laboratory courses three hours' work shall be required for one hours' credit.

4. Elections. All students shall present to the Dean for final approval a list of courses selected for the coming semester; in preparation of this list freshmen and sophomores for their first registration are to consult with a member of the Committee on Courses; other students consult the professor in whose department they have chosen their major subject. This shall be done on an appointed day at least ten days before the close of each semester; students failing to register on this day may be suspended from class until they complete their registration.

5. Amount of Work. Freshmen shall take regularly not more than sixteen hours per week, other classmen not more than seventeen. Applications for additional work may be allowed by the Committee on Courses, but only when the applicant is a student of exceptional ability and there is satisfactory evidence that the extra work can be profitably and creditably taken.

6. Dropping and Changing Studies. Students wishing to drop any study must make application in writing to the Instructor in charge, assigning reasons; the Instructor shall indicate his approval or disapproval of the application and forward it to the Committee on Courses. After the first three weeks of a semester in order to change to a new course the student must obtain the permission of the department concerned.

7. Marks. The standing of each student shall be kept according to the following schedule: Passed—A, excellent (90-100); B, good (80-90); C, passable (70-80). Conditioned (60-70; not passed below 60. Credit cards shall be issued to each student at the close of each semester.

8. Class Standing. In order to be rated as a Sophomore a student must have gained twenty-two hours' credit; as a Junior

the student must have gained fifty-four hours' credit and have completed all Freshmen and Sophomore requirements; as a Senior eighty-six hours' credit .

9. Conditions. Entrance conditions must be removed within one year. A student with entrance conditions shall not be advanced beyond his entrance class until his conditions shall have been removed. Conditions in College work must be removed within five academic months from the time they are incurred; if they are not removed, students shall be recorded as not passed. Students conditioned in College work may be allowed a supplemental examination in a certain week in the following April or November to be announced from the Dean's room.

10. Dropping Students. Freshmen who fail to make eight hours, and others who fail to make ten hours are suspended; students registered for the above minima or less are suspended upon failure to pass any course. Re-instatement can be made only by a vote of the Committee on Courses.

11. Credit for Work *in Absentia.* No student shall be granted credit for work done outside the class room except when such work has been previously allowed by the Committee on Courses. This Committee shall, in no case, allow more than fifteen hours' credit for work done *in absentia.*

12. Extra-mural Work. Certificates for lecture courses shall be stamped for credit only on vote of the Committee on Courses, and shall be recorded only when the student in question becomes a member of the University.

13. Candidates for Advanced Standing. Students coming from other institutions and desiring advanced standing must bring certificates of honorable dismissal and official statements definitely describing the work done in each subject. These certificates shall be referred for examination to the proper members of the Faculty and the credits to be assigned shall be decided by the Committee on Courses. In all cases students must take twenty-four hours' work in the College of Liberal Arts before receiving the Bachelor's degree.

14. Electives in College of Engineering. The following subjects in the College of Engineering shall be open as electives in

the College of Liberal Arts, to-wit: Drawing, 6 hours; Descriptive Geometry, 3 hours; Surveying, 8 hours; Least Squares, 2 hours; Applied Mechanics, 4 hours; Graphic Statics, 3 hours; Kinematics, 2 hours; Hydraulics, 3 hours; Thermodynamics, 2 hours; Dynamo Electric Machinery, 4 hours.

15. Electives in the Law School. Students in the College of Liberal Arts in their senior year, who declare their intention of proceeding to the degree of LL.B. in the University of Colorado, may be allowed to elect subjects catalogued in the first-year law courses and receive twenty-two hours' credit. In no case shall credits in the College of Liberal Arts be allowed for work in second and third year law-school subjects.

16. Electives in the Medical School. The two degrees of M.D. and B.A. may be conferred on the completion of six years' work. The following courses given in the Medical School shall be accepted for the B.A. degree with the credits specified:

Freshman Year.		Sophomore Year.	
Anatomy	8	Anatomy	8
Histology	8	Physiology	10
Chemistry	10	Embryology	3
Bacteriology	4	Pathology	9
	30		30

17. Rules of College of Commerce and College of Education. The rules and requirements of the College of Commerce and of the College of Education, as printed in the 1911 catalogue, are hereby adopted.

ARTICLE III. AMENDMENTS.

Notice of proposed amendments to the standing rules shall be presented at the meeting preceding that at which they are to be voted upon, and such changes shall be carried only by a two-thirds vote of those present. Amendments may be voted upon only at meetings for which twenty-four hours' notice shall have been given.

RULES OF THE COLLEGE OF ENGINEERING.

ARTICLE I. THE FACULTY. COMMITTEES.

1. The Factulty. The business Faculty shall consist of Professors in the College of Engineering and in addition the Professor of Chemistry and the Professor of Physics.

2. Faculty Meetings. Faculty meetings shall be held on the first Monday, and the fourth Friday of the academic year, each eighth academic Friday thereafter at four p. m. and the Saturday before Commencement at a time to be arranged. Special meetings may be called by the Dean or in his absence by three members of the faculty. Twenty-four hours' notice by mail shall be given of meetings, except in cases of emergency.

The business at the special meetings may be taken up as the occasion demands; but at all regular meetings the following order shall obtain:

a. Reading and approval of the minutes of the previous meeting.

b. Unfinished business.

c. Reports of special committees and action thereon.

d. New business.

e. Reports of standing committees and action thereon.

3. Quorum. A majority of the Faculty shall constitute a quorum.

4. Secretary. The Faculty shall elect a secretary each year.

5. Standing Committees. There shall be the following standing committees:

a. The Committee on Registration.

b. The Committee on Student Welfare.

c. The Committee on Standard Blanks and Forms.

d. The Committee on the Journal of Engineering.

6. Committee on Registration. This committee shall consist of the heads of departments in the College of Engineering, and it shall have charge of the registration of students.

7. Committee on Student Welfare. This committee shall have charge of the general welfare of all Engineering students. The members of this committee shall be appointed by the Dean.

8. Committee on Standard Forms and Blanks. This committee shall prepare a report on standard blanks and forms, and shall see that the standards as adopted by the Faculty are followed. The members of this committee shall be appointed by the Dean.

9. Committee on Journal of Engineering. This committee shall be responsible for the publication of the Journal and shall audit the accounts of the Business Manager. It shall consist of the three heads of departments.

ARTICLE II. ADMISSION. STUDIES. GRADUATION.

1. Admission of Students. Candidates for admission are expected to be graduates of a standard four-year high or preparatory school, or to have completed a corresponding amount of work under other conditions.

Such candidates must present the minimum of fifteen entrance units as outlined in the catalogue. Entrance conditions will not be allowed beyond the equivalent of two units.

Students may be admitted on the passing of satisfactory examinations, or on the presentation of satisfactory certificates from an accredited high school. Application from graduates of a non-accredited school will be considered as the merits of each case may warrant; but full standing in such instances shall be conditional upon the subsequent work of the student concerned.

Candidates twenty-one years of age, who cannot satisfy the admission requirements but are qualified to pursue special work, may be admitted to certain courses on approval of the proper committee of the faculty and the instructors in the courses. Special students are subject to the same rules as regular students.

Certificates of moral character may be required from all applicants for admission.

Fifteen units are required for admission. A unit course of study is defined as a course covering a school year of not less than thirty-six weeks, with five periods of at least forty-five minutes each per week. This is equivalent to a minimum of 180 actual periods per unit. The fifteen units are equivalent to 30 "points."

Mathematics (Algebra, Plane and Solid Geometry)	3
Languages other than English, at least	2
English	3
History	2
Physics	1
Electives	4
	15

Electives may be chosen from the following: Mathematics 2; Greek 2; Latin 2; French 2; German 2; Spanish 2; History 2; English 1; Science 2; Drawing 1; Psychology ½ or 1; Political Economy ½ or 1; Shop Work 1.

Students who present one unit in Chemistry may take Qualitative Analysis during their first year instead of Inorganic Chemistry Laboratory.

2. Requirements for Graduation. Upon the satisfactory completion of the prescribed and elective work in any course, the degree, Bachelor of Science in the course pursued, will be conferred.

As a prerequisite to graduation, each student is required to present a satisfactory thesis on a subject requiring original research work along technical lines, or an extended study of some engineering problems or appliances. These subjects must be presented to the Faculty for approval not later than the second Wednesday in December.

The degrees of C.E., E.E., and M.E. A candidate for the degree of Civil Engineer, Electrical Engineer or Mechanical Engineer must have previously received the degree B.S. in Engineering from this University; or if graduated elsewhere must satisfy the Faculty that he possesses equivalent attainments. He must pursue academic work in the line of his undergraduate

work for one year, must present a satisfactory thesis on an approved engineering topic, and in addition must be employed in professional work in positions of responsibility for at least another year.

If the candidate does not reside at the University, his course of study must be approved in advance by the professor in charge of the Department; and he must prepare an approved thesis on some engineering topic to be presented, together with a detailed account of his professional work, at least one month before the annual Commencement at which he expects to take his degree.

Graduates of other institutions must complete one year's work in residence at this University. A candidate for the degree of Engineer must be registered two years before coming up for his degree.

The degree of M.S. A candidate for the degree of Master of Science must have previously received the degree of B.S. in Engineering from this University; or, if graduated elsewhere, he must satisfy the Faculty that he possesses equivalent attainments.

He must choose a major subject to occupy one-half his time from the graduate courses offered in the line in which he received his Bachelor's degree. A thesis on an approved subject is required. All work is subject to the approval of the Faculty. Study and residence for not less than one year are required. A year's work shall count as thirty hours, of which not less than six hours shall be given to thesis work.

3. Credits. Students shall receive credit for only such subjects and amounts as are given on their registration blanks.

4. Registration. All students shall register for the second semester at the time set by the Dean, which shall be at least one week before the close of the semester. Students failing to register at the appointed time may be suspended from classes until they complete their registration.

5. Amount of Work. Students in the Freshman class may not take more than eighteen hours during the first semester of the academic year.

Students who received conditions in the preceding semester may not take more than the prescribed amount of work. The Dean may register them for less than the regular course.

Students who have carried the regular work of the preceding semester with no grade of less than 80 per cent. may be allowed to take twenty hours.

In order to take more than twenty hours' work in any semester students must have carried the regular work of the preceding semester with no grade of less than 85 per cent. Permission to take more than twenty hours' work will be granted only by vote of the Faculty of the College of Engineering.

No student may register for less than twelve semester hours' work without the consent of the Faculty of the College of Engineering.

6. Dropping Studies. Students may change their registration by consultation with the Dean any time before the end of the second week of the semester; after that date changes in registration will be made by a vote of the Faculty of the College of Engineering.

7. Marks. The standing of each student shall be indicated by a percentage on a basis of 100, with 70 as a minimum passing grade; conditioned 60 to 70; not passed below 60. Credit cards giving the actual grade obtained in each subject shall be issued to each student at the end of each semester.

8. Class Standing. In order to be rated as a Sophomore, a student must have gained twenty hours credit and have completed his entrance requirements; as a Junior, the student must have completed the required work of the Freshman year and have gained twenty-four hours credit in the Sophomore year. As a Senior, he must have completed the work of the first two years and be in line for graduation at the end of the year.

A Senior who fails to pass in two-thirds of his work the first semester may not be a candidate for a degree at the ensuing commencement.

9. Entrance Conditions. Entrance conditions must be removed within one year. A student with entrance conditions shall

not be advanced beyond his entrance class until his conditions shall have been removed.

10. Conditions in University Subjects. Students receiving a condition in any subject shall apply to the proper instructor for a conditioned examination before the final limit at which conditioned examinations may be given. Conditions not removed at this time become failures and the subject must be repeated in class.

Credit cards for the conditioned examination will be issued to students on application to the Dean of the College of Engineering. No student may be permitted to take the conditioned examination until after he has presented one of the above cards properly signed.

The limit of the time in which conditioned examinations may be taken will be written on the card, which becomes void after that date. The regular conditioned examinations will occur during the week following Thanksgiving and the week following the Easter vacation. Conditions must be removed not later than the expiration of the time set for the first regular conditioned examination after the condition was incurred, otherwise they become failures; provided, that if a student receiving conditions is not registered in the University at the time of such regular conditioned examination he may remove his conditions immediately upon his returning to school.

An opportunity will be given during the week preceding the opening of the first semester of each year for such students as request it to remove any conditions they may have against them at that time. This request must be filed with the Dean of the College of Engineering before the beginning of the week above specified.

Conditions received by students who become suspended from the College of Engineering owing to a failure to obtain credit in less than eight hours work during any semester shall be considered as failures and the subjects must be repeated in class.

11. Dropping Students. Students registered for eight hours or more in any semester become suspended on failure to gain eight hours' credit. Those registered for less than eight hours

become suspended on failure to pass any course. Reinstatement can be made only by vote of the faculty of the College of Engineering.

12. Sequence of Work. Each regular student shall complete the work in the course in which he is registered in the order shown in the catalogue. It shall be the duty of the Dean to register each student so that his course will be completed with the least possible delay.

Any subject in which there is a failure or a condition unremoved, must, upon the first recurrence of such subject in course, take precedence over all other subjects.

13. Tardiness. Students reporting in the class room after the beginning of the hour shall be marked absent.

14. Candidates for Advanced Standing. Students from other institutions will be admitted to any class not later than the first semester of the Senior year upon passing examinations in the subjects given in the preceding years in the College of Engineering, or upon presentation of satisfactory certificates showing that the required work has been done in other technical schools. A certificate of honorable dismissal will also be required.

15. Thesis Specifications. Thesis subjects must be presented to the Faculty of the College of Engineering for approval not later than the second Wednesday in December. Thesis subjects can be changed after this date only by a vote of the Faculty.

Theses are to be typewritten in black record ink, on one side only of paper.

The paper shall be Crane's Japanese Linen, 8½x11 inches in size, with a margin of one inch on left edge and margin of ½ inch on each of the other edges of the sheet.

Theses to be properly paged, indexed, and supplied with preface and table of contents; pages are to be numbered in upper right hand corner. The title pages are to conform to the type prescribed and are to be printed or typewritten.

Curves are to be made on standard size sheet with 5x7½ inch plate or 7x10 inch plate.

Drawings, tables, photographs, etc., are to be made or mounted on thesis paper or tracing cloth 8½x11 inches with proper binding margin as noted above.

Larger drawings must be folded to 8x10 inches with allowance for binder's margin of one inch on left margin.

Theses are to be completed ready for typewriting not later than May 15 and must be handed to the professor in charge not later than May 30.

The cost of binding each thesis is $1, which sum is to accompany each thesis when completed.

RULES OF THE SCHOOL OF MEDICINE.

ARTICLE I. ORGANIZATION.

1. Organization of the Faculty. The Teaching Faculty shall consist of Professors, Assistant Professors, Lecturers and Instructors.

The Dean and Secretaries are appointed by the Board of Regents.

2. The Executive Committee is appointed by the Board of Regents under the following act:

"That the Executive Committee shall consist of nine members, and that at least four members of the committee shall be residents of Boulder, and that the duties of the committee shall be in general those of an executive committee, with power to organize and regulate the curriculum, appoint subsidiary committees and to make recommendations to the Regents for appointments to the faculty and clinical staff, and that it be empowered to fill vacancies in the faculty and clinical staff, and in its own body, in the interval of the meetings of the Board of Regents, on the approval of the Committee on Teachers."

ARTICLE II. FACULTY MEETINGS.

1. Quorum and Voting Powers. A majority of the Professors constitute á quorum. In accordance with the rule of the Regents the Professors constitute the Business Faculty.

2. Meetings.

a. The Faculty shall hold an annual meeting in Boulder on the Saturday before Commencement of each academic year.

b. The Boulder Division shall meet in September, November, January and April for discussion of matters pertaining to the Boulder Division, and for the promotion of harmony among the departments.

c. The Denver Division shall meet on call as the need arises.

Special meetings may be called by the Dean at any time.

Forty-eight hours' notice shall be given of meetings, except in cases of emergency; the Secretary shall notify either through the mail, by telephone, or by messenger.

3. Order of Business. At special meetings business may be taken up as occasion demands, but at all regular meetings the order shall be as follows:

a. Reading and approval of minutes of previous meetings.
b. Unfinished business.
c. Reports of special committees and action thereon.
d. New business.
e. Reports of standing committees and action thereon.

ARTICLE III. ADVANCED STANDING.

1. Requests for subject credit or for advanced standing must be made at the time of entering the School of Medicine.

2. a. Applications for advanced standing made by students who have been trained in schools of unquestioned standing, or schools which are members of the Association of American Medical Colleges, may be received and acted upon by the Secretary of the division to which the student seeks admission.

b. In other cases, the application shall be referred to the Executive Committee, or to a committee appointed for the purpose by the Dean, and no credit shall be allowed except on approval of the professor in the department or departments concerned.

3. Questions of scholarship, attendance and minor discipline may be handled by the Dean or the Secretaries of the respective divisions, or, if it seems advisable, may be referred to the Council of Deans. This council is authorized to pass on major cases of discipline, with power to suspend, or rusticate, or expel a student.

ARTICLE IV. GENERAL REGULATIONS.

1. Admission of Students. The entrance requirements are shown in the University catalogue—two years of college based on a four-year high-school course.

A certificate of moral character must be presented from two physicians of the state in which the student last resided.

No examinations for admission are held by anyone connected with the School of Medicine.

A student may be allowed to enter on his medical work, conditioned in not more than six semester hours. These conditions must be made up before he is allowed to enter on the second year of his medical course.

2. Special Students. Students not less than twenty-one years old, who desire to pursue a special course without graduation, may be admitted with the approval of the Dean and the Secretary of the division in which the work is given, and of the Professor with whom they desire to work.

Special students may become candidates for a degree only by Faculty action in each case, and after satisfying all the requirements for entrance.

Regular students may become enrolled as "specials" only when authorization is made by the faculty of the division.

3. Class Standing. Students who fail to pass in sixty per cent. of the hours scheduled in any one semester shall thereby be automatically dropped from the School, and the parent or guardian notified. In purely laboratory courses three hours' work shall be counted equivalent to one recitation. In other laboratory subjects two actual hours count as equivalent to one recitation. In no case will a member of the second-year class be permitted to enter the work of the third year if there are any failures or more than two conditions in his record not thus far made up. Work to make up a failure shall take precedence over all work with which it may conflict.

No student shall be allowed to enter the fourth-year class who has a failure or more than two conditions standing against him on the previous year's work.

4. Attendance. Students must attend all classes regularly. Members of the Teaching Faculty shall report to the Secretary whenever a student is not regular in his attendance.

The roll shall be called at the beginning of the hour, and students who are more than five minutes late shall be considered as absent.

To be permitted to appear for an examination a student must have attended at least eighty per cent. of the whole number of recitations, lectures and laboratory periods in any subject; twenty per cent. absence is permitted only when caused by sickness of the student or of his immediate family.

5. Examinations. Each member of the Faculty shall hold a test at one of his regular periods during the last week of the first semester. Grades based on these tests and previous examinations, quizzes and daily records, shall be reported to the Secretary at once for the students' information.

A final examination is given only on completion of the course.

Failure to appear for examination shall count as a condition, provided the student has attended eighty per cent. of the regular work of the course. Attendance upon an examination without handing in a paper, unless the student is excused by the instructor in charge, shall constitute a failure.

Examinations for the removal of conditions are held at the opening of the academic year and after the spring vacation—and at no other time, except when regular final examinations are given.

Conditions must be removed before the course is offered the following year; if not thus removed, they become failures.

A grade below seventy in an examination for the removal of a condition shall constitute a failure.

All final examination papers shall be retained by the instructor for at least one semester.

6. Marks. The grade of each student shall be indicated by a percentage on a basis of 100, with 70 as a minimum passing mark; conditions, 60-70; not passed (failed), below 60.

7. Students' Class Records. Previous to or at the faculty meetings held in November and April, each member of the Faculty shall furnish the Secretary with a provisional report on the work of the students in his class, using the following marks: "good," "passing," "below passing." These records shall be discussed in the faculty meeting, and the Dean or the Executive Committee, or a committee appointed by the Dean, may be asked to hold conferences with certain or all of the students.

8. Students' Petitions. No special examinations nor irregular arrangements of any kind shall be allowed unless the student shall have presented a formal petition to the Executive Committee, and this committee shall authorize such arrangements only upon approval of the heads of the departments concerned.

9. Class Lists. A list of students shall be sent by the Secretary to each instructor as soon as possible after the opening of any course. No one unless listed may be admitted into the class. The Secretary shall be informed if any students fail to appear for the course.

ARTICLE V. AMENDMENTS.

1. These rules may be amended subject to the approval of the Executive Committee and of the Board of Regents, by a two-thirds vote of those present at any meeting of the Faculty, provided the call for the meeting is issued at least three days before the meeting is held, and provided also that the call for this meeting shall include the substance of the amendment which is proposed for adoption.

RULES OF THE SCHOOL OF LAW.

ARTICLE I. ORGANIZATION AND MEETINGS.

1. Governing Board. The powers of government of the School, where not exercised by the Board of Regents or the University Senate, shall be vested in a Faculty, which shall consist of the President, the Dean of the School and the professors thereof.

2. Meetings. The Faculty shall hold regular meetings on the first Monday and the fourth Friday of the academic year; on each eighth academic Friday thereafter; and on the Saturday before Commencement, at two p. m. Special meetings may be called by the Dean or in his absence by two members of the Faculty. Twenty-four hours' notice shall be given of meetings except in cases of emergency. Business at special meetings may be taken up as occasion demands; at all regular meetings the order shall be as follows:

a. Reading and approval of the minutes of the previous meeting.

b. Unfinished business.

c. Reports of committees and action thereon.

d. New business.

3. Quorum. A majority of the Faculty shall constitute a quorum.

4. Secretary. The Faculty shall elect a permanent secretary.

ARTICLE II. GENERAL REGULATIONS.

1. Admission of Students. Candidates for admission are expected to be graduates of a standard four-year high or preparatory school, or to have completed a corresponding amount of work under other conditions.

Such candidates must present a minimum of fifteen entrance units as outlined in the catalogue. Entrance conditions will not be allowed beyond the equivalent of two units.

Students shall be admitted on the passing of satisfactory examinations, or on the presentation of satisfactory certificates from an accredited high school. Applications from graduates of a non-accredited high school will be considered as the merits of each case may warrant; but full standing in such instances shall be conditional upon the subsequent work of the student concerned.

Candidates twenty-one years of age, who cannot satisfy the admission requirements but are qualified to pursue special work, may be admitted to certain courses on the approval of the Dean and the instructors in such courses.

A unit course of study is defined as a course covering a school year of not less than thirty-six weeks, with five periods of at least forty-five minutes each per week. The following are the admission requirements:

Mathematics	2
Languages other than English (4 units of Latin preferred, at least two required)	4
English	3
History	2
Science (no half units accepted in Physics and Chemistry)	2
Electives	2
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Electives may be chosen from the following: Mathematics, 2; Greek 2; Latin 2; French 2; German 2; Spanish 2; History 2; English 2; Science 2; Drawing 1; Psychology, ½ or 1; Political Economy ½ or 1.

Candidates for a degree must be at least eighteen years of age upon entering the Freshman class, and from all applicants for admission certificates of moral character may be required.

Special Notice. Beginning September, 1912, in addition to a standard high-school course, two years of college work will be required for admission.

2. Requirements for Graduation. To entitle a student to the degree of LL.B. one year's work at least as a resident student and credit in all subjects of the prescribed three year's course will be required. Credit can only be attained in any subject by class work in that subject followed by examination; or by admission to advanced standing under the prescribed rule.

3. Advanced Standing. Advanced standing on certificate will be allowed only to students of standard law schools and is provisional upon satisfactory work in subsequent courses.

4. Class Standing. In order to be advanced into the second-year class, a student who is a candidate for a degree must have passed satisfactory examinations in at least six subjects of the first year. In order to be advanced into the third-year class, a student who is a candidate for a degree must have made up all his conditions, if any, and must have passed satisfactory examinations in at least eight subjects of the second-year work.

5. Absence. Absence from more than twenty per cent. of the whole number of recitations or lectures upon any distinct subject in the course of study, will exclude the student from examinations in the subject.

6. Marks. The grade of each student shall be indicated by a percentage on a basis of 100, with 70 as a minimum passing mark; conditions, 60 to 70; not passed, below 60.

7. Students' Welfare. The law Faculty shall have charge of the general welfare of all students of the Law School. The Dean may apportion special supervision of the several classes among the individual professors of the Faculty.

ARTICLE III. AMENDMENTS.

1. Notice of any proposed amendments of the standing rules shall be presented at the meeting preceding that at which such amendments are to be voted upon. Two-thirds vote of those present shall be necessary to carry such amendments. Such amendments may be voted upon only at meetings for which twenty-four hours' notice shall have been given.

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Statutes

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University *of* Colorado

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Statutes of the University of Colorado

REFERENCES TO THE CONSTITUTION AND STATUTES OF COLORADO.

[The Revised Statutes (1908) are used unless otherwise noted.]

Accounting, uniform system of, for all State institutions. (Session Laws of 1909, pp. 455-459.)

Appropriation bills, Governor may veto items in. (Const., Art. IV, Sec. 12.)

Appropriations, order of payment of. 166.

Architectural study, surplus fees in hands of State Board of Examiners of Architects to form the nucleus of a fund to provide in the University of Colorado for an advanced course in. (Session Laws of 1909, pp. 288-293.)

Attorney General legal adviser. 6961.

Auditor of State pay funds to University Treasurer on order of President and Secretary. Unexpended balance goes into permanent fund. 6953.

Carnegie Foundation, University of Colorado permitted to receive benefits of. (Session Laws of 1909, p. 526.)

Course of Study, University, so far as practicable in collegiate and scientific departments, shall connect with high schools. 6933.

Debt, officers of institutions forbidden to contract, beyond appropriation. Forbidden to draw money before needed and then only upon the warrant of the State Auditor. 6122. "Officer" includes members of the Board. 6124.

Debt, officers subject to penalty of $300 each for contracting in excess of appropriation or drawing money before needed. 6123.

Debt, Regents not contract in any year in excess of 80 per cent. of gross amount of any special tax for support for that year. 6121.

Debt, Regents not contract in excess of amount of appropriation. 6121, 6122. (See also 6962.)

Debt, Regents not contract beyond annual income. 6962. (See also 6121, 6122.)

Donations conveyed to Regents of University, how invested. 6960.

Emergency indebtedness, Governor authorize. 6121.

Eminent Domain, right of, for State institutions. 2416.

Funds from leasing of lands treated same as funds from sale of such lands. 5195.

Funds from sale of lands held intact. 5194. (See also 6957, 6958.)

Funds not to be drawn before needed, and then only upon warrant of State Auditor. 6122.

Funds of State, State Treasurer custodian of, except those of State University. (Session Laws of 1913, pp. 580-584.)

Funds of University not to be loaned to officers. 6959.

Funds, territorial, belonging to University, Regents use. 6951.

Funds, State institutions keep account of all received from all sources and of all moneys disbursed. Make semi-annual report to Governor. (Const., Art. IV, Sec. 16.)

Hazing in University unlawful. Teacher or employee dismissed from service; student expelled. Justice of Peace has jurisdiction. Duty of officers of University to expel students engaged in hazing. 1661-1665.

Holidays: General law 2940; special laws—Arbor Day, Colorado Day, Labor Day, Columbus Day, Election Day. 2942, 2943, 2945, 2947, 2948, 2949.

Land fund invested in Colorado or United States bonds. Funds not loaned to officers of the University. (M. A. S., 4608; also Vol. III, 4608.) (See also 5194, 5195, 6959.)

Land fund turned over to Regents. 6957, 6958. (See also 5194, 5195.)

Lands of University, funds from leasing of, received by State Treasurer and treated in all respects in same manner as provided by law for the disposition of the interest on the proceeds from the sale of such lands. 5195.

Lands of University to be located by Land Commissioners. 6956.

Land set aside for University by Congress. (Enabling Act, Sec. 10.)

Lands sold only on order of General Assembly. Proceeds paid to Regents. 6957. (See also 5194.)

Lands sold only on order of General Assembly. Proceeds paid to Regents. Kept as permanent fund. 5194. (See also 6957.)

Legal Aid Dispensaries, students of Law School maintaining, entitled to appear in court. (Session Laws of 1909, p. 441.)

Medicine, Pharmacy and Dentistry, Constitutional Amendment permitting State University to conduct all but the first two years in, in Denver. (Session Laws of 1909, pp. 324, 325.)

Normal department, after June 1, 1907, Regents not required to maintain. 6945.

Officers and employees of University make report to Governor upon request. (Session Laws of 1913, pp. 524, 587.)

Permanent fund, balance of mill tax not required for ordinary purposes and expenses becomes a part of. 6953.

Permanent fund, money from leasing of lands becomes part of. 5195.

Permanent fund, money from sale of lands becomes part of. 5194. (See also 6957.)

Preparatory department, after June 1, 1907, Regents not required to maintain. 6945.

President elected by Regents. Member of the Board. Vote in case of tie. Preside at meetings. Principal executive officer. Member of Faculty. 6941. (Const., Art. IX, Sec. 13.)

President draw warrants. 6950.

President's duties regarding State Diplomas. 5869.

Printing for University ordered by officers, subject to approval of commissioner of public printing. 5245.

Public examiner examine accounts of University. 5003.

Regents, six; election and term of office; body corporate, known as "The Regents of the University of Colorado." 6937. (Const., Art. IX, Sec. 12.)

Regents, election of. 2137, 2141, 2142, 2143, 2144, 2272, 2274, 2277, 2280, 2281, 2282, 2294.

Regents hold office until successors duly qualified. (Const., Art. XII, Sec. 1.)

Regents, Governor fill vacancy. 6940.

Regents, term of, when elected to fill vacancy. (Const., Art. XII, Sec. 11.)

Regents, oath of. 6938. (Const., Art. XII, Sec. 8.)

Regents, pay and mileage of. 6119, 6120, 6939.

Regents give personal attention to duties of office. (Const., Art. XII, Sec. 2.)

Regents, meetings of, two annually at University. Other meetings as appointed. Special meetings called by President or three members. Majority a quorum. 6942.

Regents, general supervision of University. 6943. (Const., Art. IX, Sec. 14.)

Regents establish departments, confer degrees, and grant diplomas. 6945. (See also 1022.)

Regents enact laws; appoint officers and instructors; fix salaries; have power to remove; determine tuition fees. 6944.

Regents, exclusive control of funds. 6943. (Const., Art. IX, Sec. 14.)

Regents audit bills. President draw warrants. Secretary countersign. Records submitted to each meeting of Regents, 6950. Regents, Board of Trustees transfer property to. (M. A. S., 4589.)

Religious or irreligious denomination or society, University never to be controlled by. 6936.

Religious test, compulsory attendance on religious service, and race discrimination forbidden. (Const., Art. IX, Sec. 8.)

Report, Librarian make to Library Commission. 3944.

Report, officers and employees of University make to Governor upon request. (Session Laws of 1913, pp. 524, 587.)

Report, President make annually to Regents. 6954.

Report, President make biennially before December to State Superintendent of Public Instruction. Superintendent of Public Instruction publish not more than ten pages. 4708, 4709. (See also 6955.)

Report, Regents make biennially on first day of October to Superintendent of Public Instruction. President's and Regents' reports embodied in Superintendent's report to General Assembly. 6955. (See also 4708.)

Report, Regents make to Governor twenty days before Assembly. (Const., Art. IV, Sec. 17.)

Secretary, elected by Regents, keep records and books, countersign warrants. 6947.

State Board of Examiners, laws regarding, modified. 5869. (See also Session Laws of 1909, pp. 369-372.)

State Board of Examiners, President of University appoint one member. (Session Laws of 1909, pp. 369-372.)

State Certificates granted to graduates of the College of Liberal Arts who have had at least twenty hours of professional subjects. (Session Laws of 1909, pp. 369-372.)

State Geological Survey. 6102-6111. (See also Session Laws of 1909, pp. 149-150.)

State Geologist, Professor of Geology. 6104.

State Geologist turn over specimens to University. 6946.

State Institution, University made a. (Const., Art. VIII, Sec. 5.)

State Treasurer custodian of State funds except those of State University. (Session Laws of 1913, pp. 580-584.)

State Warrants of 1887, 1888, 1889, 1892, 1893, 1894, 1897, Constitutional Amendment providing for funding of. (Session Laws of 1909, pp. 315-322.)

Students do not gain or lose residence while at Institution. 2149.

Students, qualifications of. 6933.

Surplus fund, emergency warrants paid from. 2719.

Tax of additional one-tenth mill for years 1893 and 1894. (M. A. S., 4602 a, Vol. III.)

Tax of one-fifth mill. (M. A. S., 4602.)

Tax of two-fifths mill for support of University. 6952.

Taxes for support of University entered by each county assessor upon the tax list in one column. 5669. (See also 6953.)

Treasurer elected by Regents, keep accounts, subscribe an oath. Bond not less than $25,000. Bond approved by Regents, Attorney General and Secretary of State. Filed in office of Secretary of State. 6948.

Treasurer, Regents ineligible to office of. 6949.

Tuition fee. 6935. (See Session Laws of 1893, p. 474.)

University, object of. 6933.

LAWS OF THE BOARD OF REGENTS.

ARTICLE I. REGENTS.

1. Committees. The standing committees of the Board of Regents shall be: Auditing; Library; Teachers; Finance; Buildings and Grounds; Executive.

2. Appointment of Committees. Of the two Regents with six years to serve, one shall be on the Library Committee and the other on the Auditing Committee.

The Regents with four years to serve shall constitute the Finance Committee, and the one who previously, as a six-year member, served on the Library Committee, shall be a member of the Auditing Committee, and the other who previously served on the Auditing Committee shall be a member of the Library Committee.

The Regents with two years to serve shall constitute the Executive Committee, and Buildings and Grounds Committee.

The President shall appoint two members of the Board as the Teachers Committee.

3. The President a Member. The President shall be *ex officio* a member of the Executive Committee, Buildings and Grounds Committee, Teachers Committee, and Auditing Committee, and the Librarian shall be *ex officio* a member of the Library Committee.

4. Time of Appointment of Committees. Commencing January, 1909, the Board of Regents shall biennially designate the members of committees according to the foregoing provisions, and any person elected or appointed to fill any vacancy upon the Board of Regents shall fill the corresponding vacancy on said committees.

5. Regular Meetings. Regular meetings of the Board shall be held as follows: First Monday preceding the opening of the University in September; second Wednesday in November; third

Wednesday in January; third Wednesday after the first Monday in April; Monday of Commencement Week. Special meetings may be called by the President or on the request of three members of the Board.

6. Secretary and Treasurer. A Secretary and a Treasurer, not members of the Board, shall be appointed by the Regents. In general their duties shall be as prescribed by the Colorado statutes. In addition the Secretary shall collect, record, and account for all dues to the University, and turn the same over to the Treasurer. He shall give such bond as may be required by the Regents. The State Treasurer shall be custodian of the Permanent Land Fund and invest it under the direction of the Treasurer of the Board.

ARTICLE II. ORGANIZATION OF THE FACULTY.

1. General Faculty. All persons, who give instruction in any department of the University, together shall be known as the General Faculty. The grades of instructors are Professors, Assistant Professors, Lecturers, Instructors, Assistants. For efficiency of organization, besides the President, there shall be an Advisory Council of Deans, a Senate, and a Faculty of each College and School.

2. President. The President is the executive of the University, and under authority of the Regents has supervision of the departments and the affairs of the Institution. He represents the policy of the University, and is expected to secure efficiency in its various departments and has needful power to that end. Petitions and recommendations shall be referred to the Board through the President, and it shall be his duty to bring all such requests and recommendations before the Board. He shall be *ex officio* a member and Chairman of the Senate and the several Faculties, and Chairman of the Advisory Council. The Regents shall appoint annually some member of the Faculty to act for the President in his absence.

3. Deans. A Dean of the Graduate School, a Dean of the College of Liberal Arts, a Secretary of the College of Commerce, a Secretary of the College of Education, a Secretary of the School of Social and Home Service, a Dean of the College of

Engineering, a Dean of the Medical School, and a Secretary of each division of the same, and a Dean of the Law School shall be appointed by the Regents annually. The Regents shall also appoint a Director of the Summer Session, a Librarian, a Dean of Women, a Custodian of the Art Collection, and a Curator of the Museum.

4. Advisory Council. The Advisory Council shall consist of the Dean of the Graduate School, the Dean of the College of Liberal Arts, the Secretary of the College of Commerce, the Secretary of the College of Education, the Secretary of the School of Social and Home Service, the Dean of the College of Engineering, the Dean of the School of Medicine, the Dean of the School of Law, and, where the women students are more directly concerned, the Dean of Women. This Council is authorized to act in an advisory capacity to the President; to pass on major cases of discipline, with power to suspend or rusticate or expel a student; to propose matters for discussion to the University Senate.

5. Senate. The Senate shall consist of the resident heads of departments of all faculties, including the Librarian and the Dean of Women. The functions of the Senate shall be:

a. To discuss the general educational policy of the University.

b. To deal with matters affecting more than one faculty.

c. To make rules and regulations concerning—

(1) General conduct of students (deportment, cheating in examination, etc.); attendance, schemes of grading, etc.

(2) Student organizations and social life.

(3) Student assembly, dormitories.

(4) Student publications.

(5) Intercollegiate and other oratorical and debating contests.

(6) The Bennett Prize.

(7) Athletics.

(8) High-School Day.

(9) Accrediting high schools, entrance regulations, High-School Conference.

(10) Recommendation for honorary degrees.

(11) Carrying out plans of Commencement Week.

The Senate shall annually elect a secretary. A majority of the Senate shall constitute a quorum.

In general the action of the Senate is expected to be in accord with the general policy of the University, and doubtful matters may be postponed by the President and referred to the Regents. The Regents may review any action of the Senate.

6. Faculties. Each Faculty of a College or School:

a. Shall deal with all matters pertaining to the internal working of the college or school and to the students therein.

b. Shall make regulations for matriculation and graduation.

c. Shall recommend for regular degrees—the recommendation to be in the hands of the Regents as early as the Saturday preceding Commencement Week.

d. Shall, through the Dean, have power to deal with minor cases of discipline.

Each Faculty shall elect annually a secretary.

The full professors of each College or School shall constitute the faculty thereof, except that to the Engineering Faculty shall be added the Professors of Physics and Chemistry of the College of Liberal Arts, and that the Graduate Faculty shall be constituted by the Professors engaged in graduate instruction. The faculty of the College of Liberal Arts, College of Commerce, College of Education, and School of Social and Home Service shall act as one Faculty.

The action of each Faculty is expected to be in accord with the general policy of the University, and doubtful matters may be postponed by the President and referred to the Regents. The Regents may review any action of a Faculty.

ARTICLE III. APPOINTMENTS AND SALARIES.

1. Under the regulations of the Board, the President with the Committee on Teachers, is authorized to make all appointments of instructors and employees whose appointment is not otherwise provided for. All appointments are subject to revocation when, in the judgment of the Regents, the good of the University requires it. The salary of a full professor shall be $1800 to $2800; of a Dean in addition, $200; of an assistant pro-

fessor $1400 to $1800; of an instructor $800 to $1200; of teaching scholars $100 to $400. Professors and assistant professors below minimum salary shall receive at once at least the minimum salary. Professors and assistant professors shall have the regular increase of $100 per year. The salary of instructors and teaching scholars shall be determined annually. Certain exceptions to this rule are made by action of the Board of Regents. Unless exceptional provision is made, salaries shall be paid in nine installments, each payment at the end of four weeks of actual service.

2. The Medical Faculty shall make no changes in, or additions to, its Faculty except by the authorization of the Board of Regents.

ARTICLE IV. COLLEGES AND SCHOOLS OF THE UNIVERSITY. ACADEMIC YEAR.

1. The following are the Colleges and Schools of the University: College of Liberal Arts, College of Commerce, College of Education, School of Social and Home Service, Graduate School, College of Engineering, School of Medicine, Schcol of Pharmacy, School of Law, Summer Session, University Extension.

2. The academic year shall be thirty-six full weeks, with provision for two weeks' vacation at Christmas holidays, one week in the Spring, and thirteen weeks in the Summer. The Summer Session shall open the second Monday after Commencement Week and continue six weeks.

ARTICLE V. DEGREES. COMMENCEMENT.

1. Degrees. The following are the recognized degrees of the University: College of Liberal Arts, B.A.; College of Commerce, B.A. and special certificate; College of Education, B.A. and special certificate; Graduate School, M.A. and Ph.D., also M.S., C.E., E.E., M.E., and D.Oph; College of Engineering, B.S. in Civil Engineering, B.S. in Electrical Engineering, B.S. in Mechanical Engineering, and B.S. in Chemical Engineering; School of Medicine, M.D.; School of Pharmacy, Ph.C., B.Phar., and B.S. in Phar; School of Law, LL.B.; Honorary Degrees, LL.D., D.D., Litt.D.

2. Two Degrees in Combined Courses. Students in the College of Liberal Arts who aim at both the College degree and the degree of the Law School may so choose their electives under the direction of the faculty of the College of Liberal Arts as to receive one year's credit in the three years' Law course. Students who aim at both the College degree and the degree of the Medical School may so choose their electives under the direction of the faculty of the College of Liberal Arts as to receive one year's credit in the Medical School. It is provided that the college students so electing shall pay, instead of the fees of the College of Liberal Arts, the fees of the Law School or of the Medical School.

3. Commencement. Commencement exercises shall be held annually during the last week of the academic year, called Commencement Week. The Regents, Faculty and candidates for degrees are requested to appear in academic costume on Commencement Day and other important days of Commencement Week.

ARTICLE VI. EXPENDITURES.

1. Appropriations to Departments. Annually at the April meeting of the Regents appropriations shall be made for the various departments of the University in accordance with the needs of the departments and within the limits of available funds for the purpose. An account of each appropriation and drafts upon it shall be kept in the President's office. Departments shall not exceed their appropriations, and appropriations are available only on requisition signed by the President. All officers, instructors and employees are powerless to incur any liability against the University except upon such requisition.

2. Auditing. All bills shall be audited monthly by the Auditing Committee before payment, except such emergency bills as are previously authorized by the Regents. Bills paid as emergencies shall be submitted monthly to the Auditing Committee. A statement of all vouchers shall be sent to each Regent monthly.

3. Fixed Charges. The President is authorized to provide for the payment of monthly salaries, and make requisitions for payments on contracts and departmental appropriations voted

by the Board, and for the following regular purposes: Annual Catalogue, Extension Bulletins, Bulletin of the College of Engineering, Bulletin of the School of Medicine, Bulletin of the School of Law, Bulletin of the College of Education, Bulletin of the Summer Session, Biennial Report, Booklet of Views, University of Colorado Studies, Investigations in Psychology and Education, University of Colorado Medical Bulletin, Commencement Addresses, University News-Letter, Weekly News-Letter, high-school number of the "Silver and Gold," regular copies of "Silver and Gold" to high schools of State, occasional special numbers of "Silver and Gold" for Alumni, Commencement programmes, administrative and departmental forms and blanks, occasional circulars, customary supplies, customary extra clerical service, customary extra service for buildings and grounds, high-school visiting including summer trips, customary Commencement expenses, advertising the Summer Session, standing advertisement in Colorado School Journal, necessary expenses in securing instructors and in attending such associations in which the University has membership as may be designated by the Regents, minor expenditures in executing the general policy of the Board.

ARTICLE VII. TUITION AND FEES.*

COLLEGES OF LIBERAL ARTS, COMMERCE, AND EDUCATION, AND SCHOOL OF SOCIAL AND HOME SERVICE.

Matriculation (paid once)	$ 5.00
Tuition, resident, per year	15.00
Tuition, non-resident, per year	25.00
Laboratory fees per semester, collected only from students who take the particular courses. [The following fees include breakage deposits, etc., as well as charges for material, hence are in part returnable, if the student exercises care.]	
Physics, all laboratory courses, 50 per cent. returnable	2.00

**Special breakage charges may be collected whenever necessary in any laboratory department of the University.*

Chemistry (Lecture hours are not counted):

General Inorganic, per credit hour, 25 per cent. returnable	$ 3.00
Qualitative Analysis, per credit hour, 25 per cent. returnable	3.00
Organic Preparations, per credit hour, 25 per cent. returnable	3.00
All other courses, per credit hour, 25 per cent. returnable	1.50

Biology:

Botany, any course, 25 per cent. returnable	2.00
Zoology, any course, 25 per cent. returnable	3.00
Histology and Embryology, 25 per cent. returnable	2.50

Education:

Pedagogical library fee for each pedagogical course requiring duplicate books	1.00
Teacher's registration fee	1.00

Geology (per year):

General Geology, 60 per cent. returnable	$ 5.00
Determinative Mineralogy, 25 per cent. returnable	4.00
Advanced Mineralogy, 25 per cent. returnable	2.00
Quantitative Mineralogy, 25 per cent. returnable	6.00

GRADUATE SCHOOL.

Matriculation (required of graduates from other colleges, paid once)	10.00
Diploma fee	10.00

COLLEGE OF ENGINEERING.

Matriculation (paid once)	5.00
Tuition and fees, resident, per year	25.00
Tuition and fees, non-resident, per year	35.00

SCHOOL OF MEDICINE.

Tuition, per year	75.00

SCHOOL OF PHARMACY.

Tuition, per year	75.00

SCHOOL OF LAW.

Tuition, per year	50.00

INCIDENTAL FEE.

Annual fee for all students in all the colleges and schools (except the Denver Division of the School of Medicine, $2.50) ..... $ 5.00

UNIVERSITY EXTENSION DIVISION.

Correspondence-Study, 40 lessons (5 hours' credit).... ..... $20.00 and pro rata

Study Classes, 2 hours a week, 36 weeks (4 hours' credit) 20.00

Special terms arranged for large classes.

Lectures—

Single ..... $15.00 and expenses

Course (6) ..... 75.00 and expenses

Social Welfare ..... Cost of service

Information, and Library Extension .... Express charges or postage

Bulletins of Investigations ..... Usually on request

ARTICLE VIII. ADDITIONAL RULES.

1. Professors. Professors and instructors shall keep a record of their absences from class work and of dismissal of classes, and report the same each semester to the President for consideration of the Regents.

Professors and employees shall be responsible for all property in their charge and shall make a report of the same to the Regents for each biennial report. They shall not loan property in their charge.

Professors and other persons officially connected with the University are forbidden to use their position in the University to advertise their connection with any business or speculative adventure.

2. Hazing. Hazing in all its forms is prohibited in this University. The students who thus interfere with the personal liberty of a fellow student are rendered liable to immediate discipline. Students, upon entry, shall be required to give a written pledge not to engage in hazing. This rule is extended to cover class conflicts, injury to property on the campus or elsewhere, and interference in any manner with the public or private rights of citizens.

3. Betting and gambling in any form on the part of students of the University, and betting and gambling in any form on the University grounds are at all times prohibited.

4. Approval of Choice of Rooming Houses. The choice of lodging and boarding houses by women students shall in all cases be subject to approval by the Dean of Women; in general, women students shall be located in boarding houses which are set apart exclusively for women.

5. Student Meetings. Student meetings may be held on the University campus only upon consent of the President, and at the time and place designated.

6. Control of Student Interests. Student athletics, student organizations and social life, student publications, and intercollegiate oratorical and other such contests, shall be subject to Senate control, and the Senate shall appoint standing committees for each of these interests.

7. Student Assembly. A period shall be set apart for daily student assembly. During this period no class or lecture work shall be conducted and no other student meetings shall be held. No instructor or officer shall for any reason detain any student from attendance. Subject to the approval of the Regents as to general plan, the President shall arrange formal exercises for the different days of the week. He is authorized to secure a chaplain for certain days of the week if it is deemed advisable.

8. Associated Students. The organization known as the Associated Students of the University of Colorado (A. S. U. C.) is hereby recognized as a governing body for student affairs, subject to its constitution approved June, 1909, and to amendments adopted since according to the provisions of said constitution.

9. Student Disciplinary Authority. The A. S. U. C. shall be given power of discipline in such matters as hazing, class conflicts, injury to property on the campus or elsewhere, the interference in any manner with the public or private rights of citizens, and other misdemeanors or violations of University rules regarding student conduct, either stated or understood, that may well be regulated by the "Associated Students."

The authority in the punishment of such misdemeanors shall include the power to rusticate, or suspend from the University.

The power herein granted shall be administered by the Student Commission or a Student Court, the judgments of such body to be final, subject to appeal to the President of the University.

All judgments of such body involving rustication or suspension from the University shall be subject to the approval of the President of the University.

All cases coming before such body shall be reported by it to the said President.

If such body fail within a reasonable time to take cognizance of any misdemeanor and proceed to judgment therein, the University authorities may take jurisdiction.

RULES OF THE UNIVERSITY SENATE.

ARTICLE I. ORGANIZATION AND MEETINGS.

1. The Senate. The Senate shall consist of the President and resident heads of Departments of all Faculties, the Dean of Women, and the Librarian.

2. Meetings of the Senate. Meetings of the Senate shall be held the Saturday immediately preceding the opening of the University in September and every eighth Friday thereafter during the academic year. Twenty-four hours' notice by mail shall be given of meetings, except in cases of emergency. The President, or in his absence the Acting President, or seven members of the Senate may call a special meeting at any time, due notice being given.

3. Business at the special meetings may be taken up as the occasion demands; but, at all regular meetings, it shall be done in the following order:

a. Reading and approval of the minutes of the previous meeting.
b. Unfinished business.
c. Reports of special committees and action thereon.
d. New business.
e. Reports of standing committees and action thereon.

4. Election of Secretary. The Senate shall annually elect a Secretary.

5. Quorum. A majority of the Senate shall constitute a quorum.

6. Committees. The following shall be the standing committees of the Senate:

a. Student Deportment and Attendance.
b. Student Organizations and Social Life.

c. Student Assembly; Dormitories.
d. Student Publications.
e. Oratorical Interests.
f. The Bennett Prize.
g. Athletics.
h. High-School Day.
i. High Schools and High-School Conferences.
j. Honorary Degrees.
k. Commencement.

ARTICLE II. FUNCTIONS OF COMMITTEES AND GENERAL REGULATIONS.

1. Student Deportment and Attendance. The Committee on Student Deportment and Attendance shall consist of the Dean of the College of Liberal Arts, the Dean of the Graduate School, the Secretary of the College of Commerce, the Secretary of the College of Education, the Secretary of the School of Social and Home Service, the Dean of the College of Engineering, the Dean of the School of Medicine, the Dean of the School of Law, the Dean of Women. It shall deal with all major cases of discipline with power to suspend, rusticate, or expel a student. By usage and implication minor cases of discipline would be dealt with by the Deans of the respective faculties. The Committee shall also deal with the question of attendance.

Examinations and Quizzes. Entrance examinations shall be arranged for the Friday and Saturday before the opening of the college year, the questions to be prepared by the heads of the departments and placed in the hands of the Secretary of the University, who will carry on the entrance examinations at arranged times.

Seniors shall be treated like other students as to the necessity for final examinations.

All classes shall have final examinations except where it is impracticable or unnecessary, and the impracticability or lack of necessity in each case shall be decided by the head of the department, and reported by him to the Dean.

If a final examination is given, all members of the class shall be required to take it.

No member of the teaching force other than a professor shall excuse a class from a final examination without the consent of the head of the department.

All members of the teaching force other than professors shall consult the head of the department as to the questions to be asked in a final examination.

No special examination shall be given before the regular examination except in the case of seniors at the close of the second semester.

Supplemental examinations for the removal of conditions are to be held immediately after the Spring recess for first semester conditions, and during the week following Thanksgiving for second semester conditions. However, students having second semester conditions may make arrangements with the proper instructor for supplemental examinations on Friday and Saturday before the opening of the college year.

There shall be no special quizzes.

Marks. In the Colleges and Schools of the University the standing of each student shall be indicated by a percentage on a basis of 100, with 70 as a minimum passing grade; conditioned 60-70; not passed below 60. Any Faculty may use letters instead of percentages on report cards, but in accordance with these standards. Credit cards shall be issued to each student at the close of each semester.

Attendance at Classes. All instructors shall endeavor to secure the best possible attendance at their classes and shall require students who have been absent to complete the full work of the course pursued. They shall make weekly report of all absences to the Dean, pointing out any cases needing special attention.

The Dean shall cooperate with the departments in the efforts to secure good attendance; he shall investigate cases recommended to him for discipline and any others which may seem to require it; he may summon students, warn them, put them on probation or exclude them from classes. The Dean, on consultation with the President, shall make such regulations as may be necessary to carry out the intent of this rule.

In the School of Medicine and in the School of Law an attendance of eighty per cent. of the class hours shall be required.

When a student's connection with the University terminates within the academic year, the Dean shall notify the parents of the student and the instructors concerned.

Deportment. The University relies primarily upon the sense of responsibility and of the fitness of things on the part of the students. Aside from any formulated rules, students are expected to behave in a becoming manner. For general guidance it should be understood:

a. That all students employing unfair or dishonorable devices in class work, occasional quizzes, or regular examinations, shall be suspended or rusticated; and in more flagrant cases, or on second offence, may be expelled.

b. That the women students shall fulfill the requirements of the Faculty as represented by the Dean of Women, as to boarding houses, recreations, chaperones, etc.

c. That there shall be no smoking in any of the general buildings or the immediate approaches thereto.

d. That dissolute and worthless students will be removed from the Institution.

e. That damage done to University property, whether by accident or design, shall be paid for by the persons causing the same.

f. That no student shall represent the University in outside affairs unless duly authorized by the President.

g. That men students and women students shall not be allowed to room in the same houses.

h. That students are expected to appreciate the unusual privileges they possess in connection with the Library; that any failure to comply with the few regulations shall be reprehended; that the defacing or mutilating of books or periodicals shall be treated as a serious offence.

i. That student meetings in University buildings shall be held only at such times and in such rooms as are approved by the proper authorities.

2. Student Organizations and Social Life. The Committee on Student Organizations and Social Life shall deal with questions affecting student organizations (except those hereinafter specially provided for); or affecting such phases of student life as fraternities, social functions, etc.

All organizations handling money received from persons other than their own members shall be required to keep an exact account of receipts and expenditures, and their accounts shall be audited annually. Wherever other provision is not made for carrying out this rule, it shall be carried out by this committee. [See Constitution of the Associated Students.]

Changes in the standing rules of any student organization, or proposals to form new student organizations, must be referred to the Committee on Student Organizations.

Persons other than students shall not be recognized as belonging to student organizations.

The Committee shall recommend measures looking to the reduction of social functions and of all other student activities, tending to interfere with the real purposes of the University.

3. Student Assembly; Dormitories. The Committee on Student Assembly and Dormitories shall have general supervision of the Dormitories, and shall deal with questions connected with attendance at general exercises according to the following scheme:

a. Attendance at General Exercises is required of all students, by recommendation of the Faculty and resolution of the Board of Regents.

b. Definite assignment of seats shall be made for all students, and posted publicly.

c. Attendance shall be made out for each General Exercise by monitors.

d. All persons absent from General Exercises are expected to file excuses for these absences in the Secretary's office before ten o'clock on Friday. Slips for the purpose are provided.

e. In default of satisfactory explanation all absentees will be summoned to meet the Committee on Student Assem-

bly on Wednesday afternoon of the following week. Failure to meet the Committee is followed by a report to the Dean for action.

4. Student Publications. The Committee on Student Publications shall represent the Senate in connection with the organizing, editing, and circulating of all student publications.

The business managers or managing boards of student publications shall submit annual reports of their receipts and expenditures, which shall be audited by this Committee, unless otherwise provided for. [See Constitution of Associated Students.]

5. Oratorical Interests. The Committee on Oratorical Interests shall represent the Senate on the Debating Board and in all questions pertaining to the oratorical and debating interests with which the University as such is formally connected.

The Oratorical Association shall submit an annual report of its receipts and expenditures, which shall be audited by this Committee unless otherwise provided for. [See Constitution of Associated Students.]

6. Bennett Prize. The Committee on the Bennett Prize shall consist of the President, and the Heads of the Departments of Political Economy and History. It shall award the Bennett Prize.

7. Athletics. The Committee on Athletics shall represent the Senate on the Athletic Board of the Associated Students. They shall recommend to the Senate rules and regulations for governing athletic interests, and shall make reports as may be called for.

In order to be eligible to represent the University in an intercollegiate athletic contest, a student must:

a. Be an amateur in the ordinary acceptation of the term, it being understood that playing summer baseball shall not count against his amateur standing unless he plays on an organized team under "national agreement" or on any league team recognized as "outlaw."

b. Not have taken part in intercollegiate athletics for more than three years previous to the year in which he desires to compete.

c. Not have taken part in intercollegiate athletics the immediately preceding year at some other institution of college grade.

d. Have been in residence and have done acceptable work for at least one-half year before being allowed to compete in intercollegiate games.

e. Have passed in at least two-thirds of full work during the immediately preceding semester.

f. Be doing such work in at least two-thirds of the required work of his college or school, that, if it be continued to the end of the semester, he shall be entitled to his credits in that work—this to be certified by the instructors concerned.

g. Have satisfied the conditions of entrance with at least fifteen entrance units.

h. Be registered within two weeks of the beginning of the semester in which the contest, in which he desires to compete, occurs.

8. High-School Day. The Committee on High-School Day shall make all arrangements for the observance of some Saturday each spring as a High-School Day, and shall represent the University in dealing with the high schools on all matters pertaining to this event.

Only accredited high schools shall be eligible for participation in the features of the programme.

9. High Schools and High-School Conference. The Committee on High Schools and High-School Conference shall investigate the character of schools applying for admission to the accredited list, and make recommendations to the Senate. Only four-year courses will be considered. The committee shall also annually inspect the course of study of each accredited school and determine whether such school continues worthy.

It shall in conjunction with representatives of the high schools determine when a High-School Conference is desirable, and make arrangements for holding the same.

10. Honorary Degrees. A Committee of three shall be appointed to recommend names to the Senate for honorary degrees. This shall not be taken to mean that individual members may

not nominate for honorary degrees at the same time. It shall make such recommendations to the Senate three months in advance of the Commencement at which the degree is to be granted. The Senate shall recommend for honorary degrees by a two-thirds vote; the vote shall be by ballot.

11. Commencement. The Committee on Commencement shall make recommendations as to the exercises during Commencement week and carry out such detailed plans as may be agreed upon.

All candidates for degrees are expected to be present at the Commencement exercises unless excused by the President.

ARTICLE III. ADMISSION OF STUDENTS.

1. Candidates for admission are expected to be graduates of a standard four-year high or preparatory school or to have completed a corresponding amount of work under other conditions.

2. Such candidates must present the minimum of fifteen entrance units as outlined in the catalogue. Entrance conditions will not be allowed beyond the equivalent of two units.

3. Students shall be admitted on the passing of satisfactory examinations or on the presentation of satisfactory certificates from an accredited high school. Applications from graduates of a non-accredited school will be considered as the merits of each case may warrant; but full standing in such instances shall be conditional upon the subsequent work of the student concerned.

4. In addition to a four-year high-school preparation, two years of college are required for admission to the Schools of Medicine and Law.

5. Candidates twenty-one years of age, who cannot satisfy the admission requirements, but are qualified to pursue special work, may be admitted to certain courses on the approval of the proper committee of the respective faculties.

6. Certificates of moral character may be required from all applicants for admission.

ARTICLE IV. AMENDMENTS.

1. Notice of proposed amendments to the standing rules shall be presented at the meeting preceding that at which they are to be voted upon, and such changes shall be carried only by a two-thirds vote of those present. Amendments may be voted upon only at meetings for which twenty-four hours' notice shall have been given.

2. The rules of the Senate may be at any time suspended, or the pains and penalties imposed may be dispensed with, by a two-thirds vote of the members present, at any regular meeting.

RULES OF THE GRADUATE SCHOOL.

ARTICLE I. ORGANIZATION.

1. Faculty. The Graduate Faculty shall be constituted of professors engaged in graduate instruction.

2. Officers. The officers of the Graduate School shall be a Dean, a Secretary, and an Executive Committee.

3. Dean. The Dean of the Graduate School has general oversight of graduate students; he shall approve the election of studies of all graduate students and see that the working schedule of each is in some sense a consistently related group of courses.

4. Graduate Committee. The Executive Committee shall consist of the Dean, the Secretary, and two other professors.

The Executive Committee shall make a study of the general needs of the Graduate School, supervise the election of studies, and, after receiving reports from the professors giving the instruction, recommend candidates for degrees to the Graduate Faculty.

ARTICLE II. MEETINGS.

1. Stated Meetings. The stated meetings of the Graduate Faculty shall be held the Saturday immediately preceding the opening of the University in September, and every eighth Friday thereafter during the academic year, and the Saturday before Commencement.

2. Special Meetings. Special meetings may be called at any time on twenty-four hours' notice by the President or, in his absence, by the Dean.

3. Quorum. A majority of the Faculty shall constitute a quorum.

ARTICLE III. ADMISSION.

1. Graduates. Graduates of any college or scientific school in good standing are admitted upon presentation of diploma and certificate of good character.

Students from other than regular colleges or universities shall first go to the Graduate Committee for rating as to advanced standing.

Bachelors who elect courses exclusively of undergraduate rank shall not be listed as graduate students.

2. Undergraduates. Only bachelors or students who have substantially completed the requirements for the bachelors degree shall be listed in the Graduate School.

3. Admission Not Candidacy. Admission does not imply candidacy for a degree.

4. In conference with the Dean each student selects a major subject; the minors are elected in conference with the professor in charge of the major subject.

ARTICLE IV. ADVANCED STANDING.

1. Credit. Credit is given for work done in other universities, but at least one full year of residence at this University is required for each higher degree.

2. Letters. Students applying credits from other universities should bring letters from their instructors showing amount and quality of work.

3. Examination. The final examination covers all subjects presented for the degree whether done here or elsewhere.

ARTICLE V. RESIDENCE.

1. Work *in Absentia.* The University of Colorado does not grant credit for work done *in absentia* except to graduates of this University who are candidates for the degree of Engineer.

2. Definition of Residence. For a year to count as residence, a student should be located at the University as early as the first day of October and give his undivided attention to academic work, completing not less than thirty hours.

Graduates of this University or of other institutions of similar standing may work toward the degree M.A. in the Summer Session. Graduates of other institutions will be recognized and approved as candidates for the degree only after the successful completion of two or more advanced courses in the Summer Session.

Major and minor subjects may be chosen in such departments as offer sufficient work in summer sessions.

A programme of work outlined by the candidate must be approved by the major professor and the Dean of the Graduate School. This will include class-room exercises during summer sessions and additional study, reference reading or laboratory work at other times. Candidates who do the additional work suggested may meet all residence requirements by successful study during four (or in exceptional cases, three) summers.

ARTICLE VI. COURSE OF STUDY.

1. Major and Minors. There must be a major subject and at least one minor. The first minor, of not less than six hours, is to be taken in a different department from the major.

ARTICLE VII. CANDIDACY FOR A DEGREE.

1. Form of Application. Applications for candidacy should include a programme of studies leading to the degree, a list of undergraduate work in the same lines, a statement of any original work already accomplished, and an enumeration of honors and degrees.

2. Time of Application. A graduate student wishing to become a candidate for the degree Master of Arts should make special application as soon as possible after matriculation.

A student entering the University for the first time should work some months, that his ability may be known, before applying for enrollment as a candidate for the degree Doctor of Philosophy.

Candidates for the degree Engineer must be registered for two years before coming up for the degree.

3. French and German. Candidates for the degree Master of Arts shall have a reading knowledge of French or German;

but if the professor in the major subject shall demand it, the student shall be required to have a reading knowledge of both French and German.

Candidates for the degree Doctor of Philosophy must present a reading knowledge of French and German.

ARTICLE VIII. REQUIREMENTS FOR DEGREES.

1. For Master of Arts. The work required for the degree Master of Arts is one full year.

Copies of the Master's thesis or dissertation, printed or typewritten and bound, are to be placed in the University Library.

The Graduate Committee has power to limit the number of copies of theses required of Masters.

The final examinations for the Master's Degree may be written, or public oral, or private oral, or both written and oral, as the head of each department may prefer. The examinations at the close of the work before taking the Master's Degree should cover all the work done for that degree.

2. For Doctor of Philosophy. The work required for the degree Doctor of Philosophy is three years of residence, which shall include a minimum of five semesters of twelve hours each; the first two years may be spent at other universities in actual residence, or the first two years may be done here and the third spent in preparation of a thesis at some approved university.

The thesis for the Doctor's degree must show power in original investigation; it is printed, and from fifty to one hundred copies, as the Graduate Committee may require, are placed in the University Library.

3. For Master of Science. A candidate for the degree Master of Science must have previously received the degree B.S. in Engineering from this University; or, if graduated elsewhere, he must satisfy the Faculty that he possesses equivalent attainments. He must choose a major subject to occupy one-half his time from the graduate courses offered in the line in which he received his Bachelor's degree. Study and residence for not less than one year and a thesis on an approved subject are required. A year's work includes thirty hours, of which not less than six hours should be given to the thesis.

4. For Engineer. A candidate for the degree Civil Engineer, Electrical Engineer, or Mechanical Engineer must be registered for two years in advance of the Commencement at which the degree is to be conferred; graduates of other institutions must complete one year of work and residence in this University.

The degree of Engineer may be conferred upon a Bachelor of Science of this University who has taken the B.S. degree in the course for which he is a candidate for the higher degree, if he furnishes satisfactory evidence that he has pursued further technical studies for at least one year, has presented a satisfactory thesis on an approved engineering topic, and in addition has been employed in professional work in positions of responsibility for at least another year. If the candidate does not reside at the University, his course of study must be approved in advance by the professor in charge of the department; and he must prepare an approved thesis on some engineering topic to be presented together with a detailed account of his professional work, at least one month before the annual Commencement at which he expects to take his degree.

ARTICLE IX. AMENDMENTS.

1. Notice. Notice of proposed amendments to these standing rules shall be presented in writing at the meeting preceding that at which they are to be acted upon.

2. Two-Thirds Vote. Amendments shall be carried by not less than a two-thirds vote of those present.

RULES OF THE COLLEGE OF LIBERAL ARTS.

ARTICLE I. FACULTY.

1. The Faculty shall consist of Professors in the College of Liberal Arts.

2. Faculty meetings shall be held on the first Monday, the fourth Friday, each eighth academic Friday thereafter, and the Saturday before Commencement. Special meetings may be called by the President; or in his absence by the Dean; or by five members of the Faculty. Twenty-four hours' notice by mail shall be given of meetings, except in cases of emergency.

The business at the special meetings may be taken up as the occasion demands; but at all regular meetings the following order shall obtain:

a. Reading and approval of the minutes of the previous meeting.

b. Unfinished business.

c. Reports of special committees and action thereon.

d. New business.

e. Reports of standing committees and action thereon.

3. A majority of the Faculty shall constitute a quorum.

4. The Faculty shall elect a secretary each year.

5. The standing committee shall be:

a. The Committee on Courses.

6. The Committee on Courses shall constitute an executive committee to manage all questions of detail pertaining to admission, standing, studies, including advice of students as to elections, *in absentia* work, extra hours, and changes of courses for the year; and to prepare and revise the schedule of hours.

ARTICLE II. ADMISSION, STUDIES, GRADUATION.

1. Admission of Students. Candidates for admission are expected to be graduates of a standard four-year high or preparatory school, or to have completed a corresponding amount of work under other conditions.

Students may be admitted on the passing of satisfactory examinations or on the presentation of satisfactory certificates from an accredited high school. Applications from graduates of a non-accredited school will be considered as the merits of each case may warrant; but full standing in such instances shall be conditional upon the subsequent work of the student concerned.

Candidates twenty-one years of age, who can not satisfy the admission requirements but are qualified to pursue special work, may be admitted to certain courses on the approval of the proper committee of the Faculty.

Certificates of moral character may be required from all applicants for admission.

Fifteen units are required for admission. Entrance conditions will not be allowed beyond the equivalent of two units. A unit course of study is defined as a course covering a school year of not less than thirty-six weeks, with five periods of at least forty-five minutes each per week, two periods of Manual Training or Laboratory work being equivalent to one period of classroom work. This is equivalent to one hundred and eighty actual "periods" per unit. The fifteen units are equivalent to thirty "points."

Mathematics	2
Languages other than English	4
English	3
History	2
Science	2
Electives	2
	15

Electives may be chosen from the following: Mathematics, 2; Greek, 2; Latin, 2; French, 2; German, 2; Spanish, 2; History, 2; English, 1; Science, 2; Psychology, ½. From the fol-

lowing group, subject to special accrediting by the University, not more than three units: Drawing, 1; Manual Arts, 2; Domestic Science, 1; Agriculture (Introductory Science), 1; Commercial Geography, ½; Elementary Economics, ½.

All students, who do not present the units specified in the above table of requirements for admission but who do present fifteen acceptable units, will be regularly admitted. Such students will, however, be required to elect in College courses that will fulfill the requirements specified, *e. g.*, if a student enters with but two units of Language other than English, then he must include in his College course the equivalent of two units in foreign language.

a. Half units will not be accepted in Physics and Chemistry.

b. Students who present three units of Greek are required to present only one unit of Science, but they must have a total of fifteen units.

c. For the foreign language requirement four units of Latin are preferred, at least two units urgently advised. Students intending to pursue the study of Latin in the University should present four units in Latin for entrance; those intending to pursue the study of Greek should present preferably three, at least two, units of Greek.

2. Requirements for Graduation. To attain the degree Bachelor of Arts students must complete 120 hours as follows:

a. Group electives 50 hours, thirty hours of these to be done during the junior and senior years.

b. In the freshman and sophomore years 10 hours in English Language (4 hours of this permitted to be in literature at option of the English Department); 6 hours History or Economics; 5 hours Psychology or Philosophy; and 15 hours in the group of Classics, Mathematics and Science (10 hours in one of the three and 5 hours in another of the three).

3. Credits. Students shall receive credit for only such subjects and amounts as are listed in their application and approved by the Committee on Courses. The Committee shall approve only

applications for definite amounts of credit and for courses which are listed at definite amounts of credit in the catalogue or with the Committee. The Committee shall in no case allow more hours' credit in any subject than the instructor in charge devotes to this subject in the classroom with the students pursuing the course. In purely laboratory courses three hours' work shall be required for one hour's credit.

4. Elections. All students shall present to the Dean for final approval a list of courses selected for the coming semester; in preparing this list freshmen are to consult a member of the Committee on Courses, other students consult the professor in whose department they have chosen their major subject. This shall be done on an appointed day at least ten days before the close of each semester; students failing to register on this day may be suspended from class until they complete their registration.

5. Amount of Work. Freshmen shall take regularly not more than sixteen hours per week, other classmen not more than seventeen. Applications for additional work may be allowed by the Committee on Courses, but only when the applicant is a student of exceptional ability and there is satisfactory evidence that the extra work can be profitably and creditably taken.

6. Dropping and Changing Studies. Students wishing to drop any study must make application in writing to the Instructor in charge, assigning reasons; the Instructor shall indicate his approval or disapproval of the application and forward it to the Committee on Courses. After the first three weeks of a semester in order to change to a new course the student must obtain the permission of the department concerned.

7. Marks. The standing of each student shall be indicated by a percentage on a basis of 100, with 70 as a minimum passing grade; conditioned 60-70; not passed below 60. Credit cards shall be issued to each student at the close of each semester.

8. Class Standing. In order to be rated as a sophomore a student must have gained twenty-two hours' credit; as a junior, the student must have gained fifty-four hours' credit and have

completed all freshmen and sophomore requirements; as a senior eighty-six hours' credit.

9. Conditions. Entrance conditions must be removed within one year. A student with entrance conditions shall not be advanced beyond his entrance class until his conditions shall have been removed. Conditions in College work must be removed within five academic months from the time they are incurred; if they are not removed, students shall be recorded as not passed. Students conditioned in College work may be allowed a supplemental examination in a certain week in the following April or November to be announced from the Dean's room.

10. Dropping Students. Freshmen who fail to make eight hours, and others who fail to make ten hours are suspended; students registered for the above minima or less are suspended upon failure to pass any course. Re-instatement can be made only by a vote of the Committee on Courses.

11. Credit for Work *in Absentia.* This should not be confused with "Correspondence" and "Extension" work, whereby a student may make thirty hours of credit without being in residence. No student shall be granted credit for work done outside the class room except when such work has been previously allowed by the Committee on Courses. This Committee shall, in no case, allow more than fifteen hours' credit for work done *in absentia.*

12. Extra-mural Work. Certificates for lecture courses shall be stamped for credit only on vote of the Committee on Courses, and shall be recorded only when the student in question becomes a member of the University.

13. Candidates for Advanced Standing. Students coming from other institutions and desiring advanced standing must bring certificates of honorable dismissal and official statements definitely describing the work done in each subject. These certificates shall be referred for examination to the proper members of the faculty and the credits to be assigned shall be decided by the Committee on Courses. In all cases students must take twenty-four hours' work in the College of Liberal Arts before receiving the Bachelor's degree.

14. Electives in College of Engineering. The following subjects in the College of Engineering shall be open as electives in the College of Liberal Arts, to-wit: Drawing, 6 hours; Descriptive Geometry, 3 hours; Surveying, 8 hours; Least Squares, 2 hours; Applied Mechanics, 4 hours; Graphic Statics, 3 hours; Kinematics, 2 hours; Hydraulics, 3 hours; Thermodynamics, 2 hours; Dynamo Electric Machinery, 4 hours.

15. Electives in the Law School. Students in the College of Liberal Arts in their senior year, who declare their intention of proceeding to the degree of LL.B. in the University of Colorado, may be allowed to elect subjects catalogued in the first-year law courses and receive twenty-two hours' credit. In no case shall credits in the College of Liberal Arts be allowed for work in second and third year law-school subjects.

16. Electives in the Medical School. The two degrees of M.D. and B.A. may be conferred on the completion of seven years' work, the full course of the freshman year in the School of Medicine being accepted for thirty hours' credit in the College of Liberal Arts.

17. Rules of College of Commerce, College of Education, and School of Social and Home Service. The rules and requirements of the College of Commerce, of the College of Education, and of the School of Social and Home Service, as printed in the 1913 catalogue, are hereby adopted.

ARTICLE III. AMENDMENTS.

Notice of proposed amendments to the standing rules shall be presented at the meeting preceding that at which they are to be voted upon, and such changes shall be carried only by a two-thirds vote of those present. Amendments may be voted upon only at meetings for which twenty-four hours' notice shall have been given.

RULES OF THE COLLEGE OF ENGINEERING.

ARTICLE I. THE FACULTY. COMMITTEES.

1. The Faculty. The business Faculty shall consist of Professors in the College of Engineering and in addition the Professor of Chemistry and the Professor of Physics.

2. Faculty Meetings. Faculty meetings shall be held on the first Monday, and the fourth Friday of the academic year, each eighth academic Friday thereafter at four p. m. and the Saturday before Commencement at a time to be arranged. Special meetings may be called by the Dean or in his absence by three members of the faculty. Twenty-four hours' notice by mail shall be given of meetings, except in cases of emergency.

The business at the special meetings may be taken up as the occasion demands; but at all regular meetings the following order shall obtain:

a. Reading and approval of the minutes of the previous meeting.

b. Unfinished business.

c. Reports of special committees and action thereon.

d. New business.

e. Reports of standing committees and action thereon.

3. Quorum. A majority of the Faculty shall constitute a quorum.

4. Secretary. The Faculty shall elect a secretary each year.

5. Standing Committees. There shall be the following standing committees.

a. The Committee on Registration.

b. The Committee on Student Welfare.

c. The Committee on Standard Blanks and Forms.

d. The Committee on the Journal of Engineering.

6. Committee on Registration. This committee shall consist of the heads of departments in the College of Engineering, and it shall have charge of the registration of students.

7. Committee on Student Welfare. This committee shall have charge of the general welfare of all Engineering students. The members of this committee shall be appointed by the Dean.

8. Committee on Standard Forms and Blanks. This committee shall prepare a report on standard blanks and forms, and shall see that the standards as adopted by the Faculty are followed. The members of this committee shall be appointed by the Dean.

9. Committee on Journal of Engineering. This committee shall be responsible for the publication of the Journal and shall audit the accounts of the Business Manager. It shall consist of the three heads of departments.

ARTICLE II. ADMISSION. STUDIES. GRADUATION.

1. Admission of Students. Candidates for admission are expected to be graduates of a standard four-year high or preparatory school, or to have completed a corresponding amount of work under other conditions.

Such candidates must present the minimum of fifteen entrance units as outlined in the catalogue. Entrance conditions will not be allowed beyond the equivalent of two units.

Students may be admitted on the passing of satisfactory examinations, or on the presentation of satisfactory certificates from an accredited high school. Application from graduates of a non-accredited school will be considered as the merits of each case may warrant; but full standing in such instances shall be conditional upon the subsequent work of the student concerned.

Candidates twenty-one years of age, who cannot satisfy the admission requirements but are qualified to pursue special work, may be admitted to certain courses on approval of the proper committee of the faculty and the instructors in the courses. Special students are subject to the same rules as regular students.

Certificates of moral character may be required from all applicants for admission.

Fifteen units are required for admission. A unit course of study is defined as a course covering a school year of not less than thirty-six weeks, with five periods of at least forty-five minutes each per week. This is equivalent to a minimum of 180 actual "periods" per unit. The fifteen units are equivalent to 30 "points."

Mathematics (Algebra, Plane and Solid Geometry)	3
Languages other than English, at least	2
English	3
History	2
Physics	1
Electives	4
	15

Electives may be chosen from the following: Mathematics, 2; Greek, 2; Latin, 2; French, 2; German, 2; Spanish, 2; History, 2; English, 1; Science, 2; Drawing, 1; Pyschology, ½ or 1; Political Economy, ½ or 1; Shop Work, 1.

No one may enroll in the College of Engineering as a special student for more than two years except on the approval of the Dean and a vote of the Faculty.

2. Requirements for Graduation. Upon the satisfactory completion of the prescribed and elective work in any course, the degree, Bachelor of Science in the course pursued, will be conferred.

As a prerequisite to graduation, each student is required to present a satisfactory thesis on a subject requiring original research work along technical lines, or an extended study of some engineering problems or appliances. These subjects must be presented to the Faculty for approval not later than the second Wednesday in December.

The degrees of C.E., E.E., and M.E. A candidate for the degree of Civil Engineer, Electrical Engineer or Mechanical Engineer must have previously received the degree B.S. in Engineering from this University; or if graduated elsewhere must satisfy the Faculty that he possesses equivalent attainments. He must pursue academic work in the line of his undergraduate work for one year, must present a satisfactory thesis on an

approved engineering topic, and in addition must be employed in professional work in positions of responsibility for at least another year.

If the candidate does not reside at the University, his course of study must be approved in advance by the professor in charge of the Department; and he must prepare an approved thesis on some engineering topic to be presented, together with a detailed account of his professional work, at least one month before the annual Commencement at which he expects to take his degree.

Graduates of other institutions must complete one year's work in residence at this University. A candidate for the degree of Engineer must be registered two years before coming up for his degree.

The degree of M.S. A candidate for the degree of Master of Science must have previously received the degree of B.S. in Engineering from this University; or, if graduated elsewhere, he must satisfy the Faculty that he possesses equivalent attainments.

He must choose a major subject to occupy one-half his time from the graduate courses offered in the line in which he received his Bachelor's degree. A thesis on an approved subject is required. All work is subject to the approval of the Faculty. Study and residence for not less than than one year are required. A year's work shall count as thirty hours, of which not less than six hours shall be given to thesis work.

3. Credits. Students shall receive credit for only such subjects and amounts as are given on their registration blanks.

4. Registration. All students shall register for the second semester at the time set by the Dean, which shall be at least one week before the close of the semester. Students failing to register at the appointed time may be suspended from classes until they complete their registration.

5. Amount of Work. Students in the freshmen class may not take more than eighteen hours during the first semester of the academic year.

Students who received conditions in the preceding semester may not take more than the prescribed amount of work. The Dean may register them for less than the regular course.

Students who have carried the regular work of the preceding semester with no grade of less than 80 per cent. may be allowed to take twenty hours.

In order to take more than twenty hours' work in any semester students must have carried the regular work of the preceding semester with no grade of less than 85 per cent. Permission to take more than twenty hours' work will be granted only by vote of the Faculty of the College of Engineering.

No student may register for less than twelve semester hours' work without the consent of the Faculty of the College of Engineering.

6. Dropping Studies. Students may change their registration by consultation with the Dean any time before the end of the second week of the semester; after that date changes in registration will be made by a vote of the Faculty of the College of Engineering.

7. Marks. The standing of each student shall be indicated by a percentage on a basis of 100, with 70 as a minimum passing grade; conditioned 60 to 70; not passed below 60. Credit cards giving the actual grade obtained in each subject shall be issued to each student at the end of each semester.

8. Class Standing. In order to be rated as a sophomore, a student must have gained twenty hours' credit and have completed his entrance requirements; as a junior, the student must have completed the required work of the freshman year and have gained twenty-four hours' credit in the sophomore year. As a senior, he must have completed the work of the first two years and be in line for graduation at the end of the year.

A senior who fails to pass in two-thirds of his work the first semester may not be a candidate for a degree at the ensuing commencement.

9. Entrance Conditions. Entrance conditions must be removed within one year. A student with entrance conditions shall not be advanced beyond his entrance class until his conditions shall have been removed.

10. Conditions in University Subjects. Students receiving a condition in any subject shall apply to the proper instructor for a conditioned examination before the final limit at which con-

ditioned examinations may be given. Conditions not removed at this time become failures and the subject must be repeated in class.

Credit cards for the conditioned examination will be issued to students on application to the Dean of the College of Engineering. No student may be permitted to take the conditioned examination until after he has presented one of the above cards properly signed.

The limit of the time in which conditioned examinations may be taken will be written on the card, which becomes void after that date. The regular conditioned examinations will occur during the week following Thanksgiving and the week following the Easter vacation. Conditions must be removed not later than the expiration of the time set for the first regular conditioned examination after the condition was incurred, otherwise they become failures; provided, that if a student receiving conditions is not registered in the University at the time of such regular conditioned examination he may remove his conditions immediately upon his returning to school.

An opportunity will be given during the week preceding the opening of the first semester of each year for such students as request it to remove any conditions they may have against them at that time. This request must be filed with the Dean of the College of Engineering before the beginning of the week above specified.

Conditions received by students who become suspended from the College of Engineering owing to a failure to obtain credit in less than eight hours' work during any semester shall be considered as failures and the subjects must be repeated in class.

11. Dropping Students. Students registered for eight hours or more in any semester become suspended on failure to gain eight hours' credit. Those registered for less than eight hours become suspended on failure to pass any course. Reinstatement can be made only by vote of the faculty of the College of Engineering.

12. Sequence of Work. Each regular student shall complete the work in the course in which he is registered in the order shown in the catalogue. It shall be the duty of the Dean to

register each student so that his course will be completed with the least possible delay.

Any subject in which there is a failure or a condition unremoved, must, upon the first recurrence of such subject in course, take precedence over all other subjects.

13. Tardiness. Students reporting in the class room after the beginning of the hour shall be marked absent.

14. Candidates for Advanced Standing. Students from other institutions will be admitted to any class not later than the first semester of the senior year upon passing examinations in the subjects given in the preceding years in the College of Engineering, or upon presentation of satisfactory certificates showing that the required work has been done in other technical schools. A certificate of honorable dismissal will also be required.

15. Thesis Specifications. Thesis subjects must be presented to the Faculty of the College of Engineering for approval not later than the second Wednesday in December. Thesis subjects can be changed after this date only by a vote of the Faculty.

Theses are to be typewritten in black record ink, on one side only of paper.

The paper shall be Crane's Japanese Linen, 8½ x 11 inches in size, with a margin of one inch on left edge and margin of ½ inch on each of the other edges of the sheet.

Theses shall be properly paged, indexed, and supplied with preface and table of contents; pages shall be numbered in upper right-hand corner. The title pages shall conform to the type prescribed and shall be printed or typewritten.

Curves shall be made on standard size sheet with 5 x 7½ inch plate or 7 x 10 inch plate.

Drawings, tables, photographs, etc., shall be made or mounted on thesis paper or tracing cloth 8½ x 11 inches with proper binding margin as noted above.

Larger drawings must be folded to 8 x10 inches with allowance for binder's margin of one inch on left margin.

Two copies of each thesis are required. The first copy is to be an original copy with original drawings. The second copy

may be an acceptable carbon copy with blue print copies of the original drawings.

Theses are to be completed ready for typewriting not later than May 15 and must be handed to the professor in charge not later than May 30.

The cost of binding two copies of each thesis is $2, which sum is to accompany each thesis when completed.

RULES OF THE SCHOOL OF MEDICINE

ARTICLE I. ORGANIZATION.

1. Organization of the Faculty. The Teaching Faculty shall consist of Professors, Assistant Professors, Lecturers and Instructors.

The Dean and Secretaries are appointed by the Board of Regents.

2. Executive Committee.

a. The Executive Committee shall consist of the Dean of the School of Medicine, who shall be Chairman, and four members elected by the full professors. A member shall be elected each year, at the regular Faculty meeting immediately preceding January first, to serve for a period of four years. His term of office shall begin January first following his election. One member shall be a resident of Boulder. The two Secretaries of the School shall be *ex officio* members of the committee without a vote. It is provided that three members of the first committee shall be appointed by the Regents.

b. The duties of the Executive Committee in general shall be to conduct all business of the School of Medicine under the statutes, except as otherwise provided, with power to organize and regulate the curriculum, appoint subsidiary committees, except the Hospital Committee in Boulder, and to make recommendations to the Regents. On proper recommendation it is empowered to make appointments to the Clinical Staff. It is expected to recommend the appointment of members of the Subsidiary Faculty to the Regents.

c. Meetings of the Executive Committee shall be held at least once each month during the school year. Three voting members shall constitute a quorum. No proxies

are recognized. Any member who is absent from three successive stated meetings (without valid accepted excuse) shall thereby resign his position on the Committee and a successor shall be elected to fill his unexpired term.

3. Faculty Groups. The Executive Committee shall divide the Faculty into groups, the members of each group teaching related subjects. The full professors of each group shall elect annually their own Chairman, who must be a full professor. One-half of the full professors in each group shall constitute a quorum. Each Chairman shall, under the Committee, arrange for the efficient teaching of the branches assigned to his group. He shall call a meeting of all teachers in his group at least four times during the school year. Should he fail to call at least one meeting in any semester, or should he in other ways prove inefficient or negligent of his duties, the Executive Committee shall report him to the Regents for dismissal from the chairmanship, and a new chairman shall be elected by his group.

Any member of the Faculty or Clinical Staff who fails to fill 80 per cent. of his scheduled hours or who otherwise proves negligent of duty or inefficient shall be reported by the Executive Committee to the Board of Regents for action.

4. The Hospital. The Hospital in Boulder shall be managed by a Hospital Board of five members of the Resident Faculty of which the Dean and Superintendent shall constitute two. The remaining members shall be appointed by the Regents; the Dean shall be Chairman of the Board. The Regents shall appoint a Superintendent and a Head Nurse of the Hospital.

ARTICLE II. FACULTY MEETINGS.

1. Quorum and Voting Powers. One-third of the Professors constitute a quorum. No proxies are recognized. In accordance with the rule of the Regents the full Professors constitute the Business Faculty.

2. Meetings.

a. Faculty meetings for the consideration of any subject pertaining to the improvement of medical teaching or the welfare of the school shall be held at least four times

during each school year. The last regular meeting shall be held in Boulder on the Saturday before Commencement.

Special meetings may be called by the Dean at any time.

Forty-eight hours' notice shall be given of meetings, except in cases of emergency; the Secretary shall notify either through the mail, by telephone, or by messenger.

b. The Boulder Division shall meet in September, November, January and April for discussion of matters pertaining to the Boulder Division, and for the promotion of harmony among the departments. The regular meetings may be called by the Secretary, who in the absence of the Dean shall preside.

3. Order of Business. At special meetings business may be taken up as occasion demands, but at all regular meetings the order shall be as follows:

a. Reading and approval of minutes of previous meetings.

b. Unfinished business.

c. Reports of special committees and action thereon.

d. New business.

e. Reports of standing committees and action thereon.

ARTICLE III. ADVANCED STANDING.

1. Requests for subject credit or for advanced standing must be made at the time of entering the School of Medicine.

2. a. Applications for advanced standing made by students who have been trained in schools of unquestioned standing, may be received and acted upon by the Secretary of the division to which the student seeks admission.

b. In other cases, the application shall be referred to the Executive Committee, and no credit shall be allowed except on approval of the professor in the department concerned.

3. In no case will the same course be accepted to apply both toward entrance requirement and advanced standing.

ARTICLE IV. GENERAL REGULATIONS.

1. Admission of Students. The entrance requirements are shown in the University catalogue—two years of college based on a four-year high-school course. The following subjects are prescribed: At least one year of Latin, one year each of college work in chemistry, physics, biology, and a modern language other than English.

A certificate of moral character must be presented from two physicians of the state in which the student last resided.

No examinations for admission are held by anyone connected with the School of Medicine.

A student may be allowed to enter on his medical work, conditioned in not more than six semester hours, and in not more than one semester of chemistry. These conditions must be made up within one year.

No student will be allowed to enter later than the third Monday of the academic year.

2. Special Students. Students not less than twenty-one years old, who desire to pursue a special course without graduation, may be admitted with the approval of the Dean and the Secretary of the division in which the work is given, and of the Professor with whom they desire to work.

Special students may become candidates for a degree only by Faculty action in each case, and after satisfying all the requirements for entrance.

Regular students may become enrolled as "specials" only when authorization is made by the Executive Committee.

3. Class Standing. Students who fail to pass in sixty per cent. of the hours scheduled in any one semester shall be automatically dropped from the School, and the parent or guardian notified. In purely laboratory courses three hours' work shall be counted equivalent to one recitation. In other laboratory subjects two actual hours count as equivalent to one recitation. In no case will a member of the second-year class be permitted to enter the work of the third year if there are any failures or more than two conditions in his record not thus far made up. Work to make up a failure shall take precedence over all work with which it may conflict.

No student shall be allowed to enter the fourth-year class who has a failure or more than two conditions standing against him on the previous year's work.

4. Attendance. Students must attend all classes regularly. Members of the Teaching Faculty shall report to the Secretary whenever a student is not regular in his attendance.

The roll shall be called at the beginning of the hour, and students who are more than five minutes late shall be considered as absent.

To be permitted to appear for an examination a student must have attended at least eighty per cent. of the whole number of recitations, lectures and laboratory periods in any subject; twenty per cent. absence is permitted only when caused by sickness of the student or of his immediate family.

5. Examinations. Each member of the Faculty shall hold a test at one of his regular periods during the last week of the first semester. Grades based on these tests and previous examinations, quizzes and daily records, shall be reported to the Secretary at once for the students' information.

A final examination is given only on completion of the course.

Failure to appear for examination shall count as a condition, provided the student has attended eighty per cent. of the regular work of the course. Attendance upon an examination without handing in a paper, unless the student is excused by the instructor in charge, shall constitute a failure.

Examinations for the removal of conditions are held at the opening of the academic year and after the spring vacation—and at no other time, except when regular final examinations are given.

Conditions must be removed before the course is offered the following year; if not thus removed, they become failures.

A grade below seventy in an examination for the removal of a condition shall constitute a failure.

All final examination papers shall be retained by the instructor for at least one semester.

6. Marks. The grade of each student shall be indicated by a percentage on a basis of 100, with 70 as a minimum passing grade; conditioned 60-70; not passed below 60.

7. Students' Class Records. Previous to or at the faculty meetings of the Boulder Division, held in November and April, each member of the faculty shall furnish the Secretary with a provisional report on the work of the students in his class, using the following marks: "good," "passing," "below passing." These records shall be discussed in the faculty meeting, and the Dean or the Executive Committee, or a committee appointed by the Dean, may be asked to hold conferences with certain or all of the students.

8. Students' Petitions. No special examinations nor irregular arrangements of any kind shall be allowed unless the student shall have presented a formal petition to the Executive Committee, and this committee shall authorize such arrangements only upon approval of the heads of the departments concerned.

9. Class Lists. A list of students shall be sent by the Secretary to each instructor as soon as possible after the opening of any course. No one unless listed may be admitted into the class. The Secretary shall be informed if any students fail to appear for the course.

10. Discipline. Questions of scholarship, attendance, and minor discipline may be handled by the Dean or the Secretaries of the respective divisions, or, if it seems advisable, may be referred to the Council of Deans. This council is authorized to pass on major cases of discipline, with power to suspend, or rusticate, or expel a student.

ARTICLE V. AMENDMENTS.

1. These rules may be amended subject to the approval of the Board of Regents, by a two-thirds vote of those present at any meeting of the faculty, provided the call for the meeting is issued at least three days before the meeting is held, and provided also that the call for this meeting shall include the substance of the amendment which is proposed for adoption.

RULES OF THE SCHOOL OF PHARMACY.

ARTICLE I. ORGANIZATION AND MEETINGS.

1. Governing Body. The powers of government of the School, where not exercised by the Board of Regents or the University Senate, shall be vested in a Faculty, which shall consist of the President of the University, the Dean of the School of Pharmacy and the professors in the departments of Pharmacy, Materia Medica, Bacteriology, Biology, and Chemistry.

2. Meetings. The Faculty shall hold regular meetings on the first Monday and the fourth Friday of the academic year; on each eighth academic Friday thereafter; and on the Saturday before Commencement at 2 p. m. Special meetings may be called by the Dean at any time. Twenty-four hours' notice shall be given of meetings except in cases of emergency. At special meetings business may be taken up as occasion demands; at all regular meetings the order shall be as follows:

a. Reading and approval of the minutes of the previous meeting.

b. Unfinished business.

c. Reports of committees and action thereon.

d. New business.

3. Quorum. A majority of the Faculty shall constitute a quorum.

4. Secretary. The Faculty shall elect a permanent secretary.

ARTICLE II. GENERAL REGULATIONS.

1. Admission of Students. Candidates for admission are expected to be graduates of a four-year high or preparatory school, or to have completed a corresponding amount of work under other conditions. One year of Latin is required.

Such candidates must present a minimum of fifteen entrance units as outlined in the catalogue. Entrance conditions will not be allowed beyond the equivalent of two units.

A unit is defined as a course covering a school year of not less than thirty-six weeks, with five periods of at least forty-five minutes each per week.

Students shall be admitted upon the presentation of satisfactory certificates from an accredited high school. Applications from graduates of a non-accredited high school will be considered as the merits of each case may warrant; but full standing in such instances shall be conditional upon the subsequent work of the student concerned.

Candidates twenty-one years of age, who can not satisfy the admission requirements but are qualified to pursue special work, may be admitted to certain courses on the approval of the Dean and the instructors in such courses.

Candidates for a degree must be at least seventeen years of age upon entering the freshman class, and from all applicants for admission certificates of moral character may be required.

2. Requirements for Graduation. At least one year's work as a resident student must have been completed before a student may be entitled to receive a degree from this School.

3. Advanced Standing. Advanced standing on certificate will be allowed to students from recognized schools of pharmacy and is provisional upon satisfactory work in subsequent courses.

4. Absence. Absence from more than twenty per cent. of the whole number of recitations, lectures or laboratory periods in any subject will exclude the student from examinations in the subject.

5. Marks. The grade of each student shall be indicated by a percentage on a basis of 100, with 70 as a minimum passing grade; conditioned 60-70; not passed below 60.

ARTICLE III. COURSES OF STUDY.

The School of Pharmacy offers three courses of study, as follows:

1. A two-year course leading to the degree Pharmaceutical Chemist (Ph.C.)

2. A three-year course leading to the degree Bachelor of Pharmacy (B.Phar.). The third year of this course is given in Denver.

3. A four-year course leading to the degree Bachelor of Science in Pharmacy (B.S. in Phar.).

The work of the first two years in all three courses is the same, and a student may complete the Ph.C. and B.Phar. courses in three years, or the Ph.C. and B.S. in Phar. courses in four years.

ARTICLE IV. AMENDMENTS.

1. Notice of any proposed amendments of the standing rules shall be presented at the meeting preceding that at which such amendments are to be voted upon. Two-thirds vote of those present shall be necessary to carry such amendments. Such amendments may be voted upon only at meetings for which twenty-four hours' notice shall have been given.

RULES OF THE SCHOOL OF LAW.

ARTICLE I. ORGANIZATION AND MEETINGS.

1. Governing Board. The powers of government of the School, where not exercised by the Board of Regents or the University Senate, shall be vested in a Faculty, which shall consist of the President, the Dean of the School and the professors thereof.

2. Meetings. The Faculty shall hold regular meetings on the first Monday and the fourth Friday of the academic year; on each eighth academic Friday thereafter; and on the Saturday before Commencement, at 2 p. m. Special meetings may be called by the Dean or in his absence by two members of the Faculty. Twenty-four hours' notice shall be given of meetings except in cases of emergency. Business at special meetings may be taken up as occasion demands; at all regular meetings the order shall be as follows:

a. Reading and approval of the minutes of the previous meeting.

b. Unfinished business.

c. Reports of committees and action thereon.

d. New business.

3. Quorum. A majority of the Faculty shall constitute a quorum.

4. Secretary. The Faculty shall elect a permanent secretary.

ARTICLE II. GENERAL REGULATIONS.

1. Admission of Students. Two years of college work, estimated at sixty semester hours, in addition to a four-year high-school course, or its equivalent, are required for admission. The preliminary entrance requirement includes at least two high-

school units of Latin. College work must include at least one course in English Political or Constitutional History. For the class entering September, 1913, entrance conditions will not be allowed beyond ten semester hours; for future classes, not beyond eight semester hours. All conditions must be removed before the student enters upon his final year.

Candidates twenty-one years of age, who can not satisfy the admission requirements but are qualified to pursue special work, may be admitted to certain courses on the approval of the Dean and the instructors in such courses.

Candidates for a degree must be at least eighteen years of age upon entering the freshman class, and from all applicants for admission certificates of moral character may be required.

2. Requirements for Graduation. To entitle a student to the degree of LL.B. one year's work at least as a resident student and credit in all subjects of the prescribed three years' course will be required. Credit can only be attained in any subject by class work in that subject followed by examination; or by admission to advanced standing under the prescribed rule.

3. Advanced Standing. Admission to advanced standing will be allowed to candidates, if otherwise entitled to admission to the School as regular students, who satisfy the Faculty that they have made sufficient progress in the study of law.

4. Class Standing. In order to be advanced into the second-year class, a student who is a candidate for a degree must have passed satisfactory examinations in at least six subjects of the first year. In order to be advanced into the third-year class, a student who is a candidate for a degree must have made up all his conditions, if any, and must have passed satisfactory examinations in at least eight subjects of the second-year work.

5. Absence. Absence from more than twenty per cent. of the whole number of recitations or lectures upon any distinct subject in the course of study, will exclude the student from examinations in the subject.

6. Marks. The grade of each student shall be indicated by a percentage on a basis of 100, with 70 as a minimum passing grade, conditioned 60-70; not passed below 60. Upon examinations for removal of conditions a grade of 75 per cent. must be attained.

7. Students' Welfare. The Law Faculty shall have charge of the general welfare of all students of the Law School. The Dean may apportion special supervision of the several classes among the individual professors of the Faculty.

ARTICLE III. AMENDMENTS.

1. Notice of any proposed amendments of the standing rules shall be presented at the meeting preceding that at which such amendments are to be voted upon. Two-thirds vote of those present shall be necessary to carry such amendments. Such amendments may be voted upon only at meetings for which twenty-four hours' notice shall have been given.

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UNIVERSITY OF ILLINOIS LIBRARY
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Statutes

OF THE

University *of* Colorado

SEPTEMBER, 1915

UNIVERSITY OF ILLINOIS
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Statutes of the University of Colorado

REFERENCES TO THE CONSTITUTION AND STATUTES OF COLORADO.

[The Revised Statutes (1908) are used unless otherwise noted.]

Accounting, uniform system of, for all State institutions. (Session Laws of 1909, pp. 455-459.)

Additional tax levy for support. (Session Laws of 1915, p. 483.)

Appropriation bills, Governor may veto items in. (Const., Art. IV, Sec. 12.)

Appropriations, order of payment of. 166.

Architectural study, surplus fees in hands of State Board of Examiners of Architects to form the nucleus of a fund to provide in the University of Colorado for an advanced course in. (Session Laws of 1909, pp. 288-293.)

Attorney General legal adviser. 6961.

Auditor of State pay funds to University Treasurer on order of President and Secretary. Unexpended balance goes into permanent fund. 6953.

Carnegie Foundation, University of Colorado permitted to receive benefits of. (Session Laws of 1909, p. 526.)

Chemistry, head Professor of to be State Chemist. (Session Laws of 1915, p. 438.)

Course of Study, University, so far as practicable in collegiate and scientific departments, shall connect with high schools. 6933.

Debt, officers of institutions forbidden to contract, beyond appropriation. Forbidden to draw money before needed and

then only upon the warrant of the State Auditor. 6122. "Officer" includes members of the Board. 6124.

Debt, officers subject to penalty of $300 each for contracting in excess of appropriation or drawing money before needed. 6123.

Debt, Regents not contract in any year in excess of 80 per cent. of gross amount of any special tax for support for that year. 6121.

Debt, Regents not contract in excess of amount of appropriation. 6121, 6122. (See also 6962.)

Debt, Regents not contract beyond annual income. 6962. (See also 6121, 6122.)

Deputy Oil Inspector, Professor of Mechanical Engineering. (Session Laws of 1915, p. 367.)

Donations conveyed to Regents of University, how invested. 6960.

Emergency indebtedness, Governor authorize. 6121.

Eminent Domain, right of, for State institutions. 2416.

Funds from leasing of lands treated same as funds from sale of such lands. 5195.

Funds from sale of lands held intact. 5194. (See also 6957, 6958.)

Funds not to be drawn before needed, and then only upon warrant of State Auditor. 6122.

Funds of State, State Treasurer custodian of, except those of State University. (Session Laws of 1913, pp. 580-584.)

Funds of University not to be loaned to officers. 6959.

Funds, territorial, belonging to University, Regents use. 6951.

Funds, State institutions keep account of all received from all sources and of all moneys disbursed. Make semi-annual report to Governor. (Const., Art. IV, Sec. 16.)

Geology, Professor of, to be State Geologist. 6104.

Hazing in University unlawful. Teacher or employee dismissed from service; student expelled. Justice of Peace has jurisdiction. Duty of officers of University to expel students engaged in hazing. 1661-1665.

Holidays: General law 2940; special laws—Arbor Day, Colorado Day, Labor Day, Columbus Day, Election Day. 2942, 2943, 2945, 2947, 2948, 2949.

Land fund invested in Colorado or United States bonds. Funds not loaned to officers of the University. (M. A. S., 4608; also Vol. III, 4608.) (See also 5194, 5195, 6959.)

Land fund turned over to Regents. 6957, 6958. (See also 5194, 5195.)

Lands of University, funds from leasing of, received by State Treasurer and treated in all respects in same manner as provided by law for the disposition of the interest on the proceeds from the sale of such lands. 5195.

Lands of University to be located by Land Commissioners. 6956.

Land set aside for University by Congress. (Enabling Act, Sec. 10.)

Lands sold only on order of General Assembly. Proceeds paid to Regents. 6957. (See also 5194.)

Lands sold only on order of General Assembly. Proceeds paid to Regents. Kept as permanent fund. 5194. (See also 6957.)

Legal Aid Dispensaries, students of Law School maintaining, entitled to appear in court. (Session Laws of 1909, p. 441.)

Law Library, reports of the Supreme and Appellate Courts, the Supreme Court and Court of Appeals and copies of Session Laws to. (Session Laws of 1915, p. 482.)

Mechanical Engineering, Professor of, to be Deputy Oil Inspector. (Session Laws of 1915, p. 367.)

Medicine, Pharmacy and Dentistry, Constitutional Amendment permitting State University to conduct all but the first two years in, in Denver. (Session Laws of 1909, pp. 324, 325.)

Normal department, after June 1, 1907, Regents not required to maintain. 6945.

Number of copies of annual and biennial reports of Regents to be approved by the Governor. (Session Laws of 1915, p. 364.)

Officers and employees of University make report to Governor upon request. (Session Laws of 1913, pp. 524, 587.)

Oil Testing Laboratory located at the University of Colorado. Professor of Mechanical Engineering to be Deputy Oil Inspector. (Session Laws of 1915, p. 367.)

Permanent fund, balance of mill tax not required for ordinary purposes and expenses becomes a part of. 6953.

Permanent fund, money from leasing of lands becomes part of. 5195.

Permanent fund, money from sale of lands becomes part of. 5194. (See also 6957.)

Preparatory department, after June 1, 1907, Regents not required to maintain. 6945.

President elected by Regents. Member of the Board. Vote in case of tie. Preside at meetings. Principal executive officer. Member of Faculty. 6941. (Const., Art. IX, Sec. 13.)

President draw warrants. 6950.

President's duties regarding State Diplomas. 5869.

Printing for University ordered by officers, subject to approval of commissioner of public printing. 5245.

Public examiner examine accounts of University. 5003.

Regents audit bills. President draw warrants. Secretary countersign. Records submitted to each meeting of Regents, 6950. Regents, Board of Trustees transfer property to. (M. A. S., 4589.)

Regents, election of. 2137, 2141, 2142, 2143, 2144, 2272, 2274, 2277, 2280, 2281, 2282, 2294.

Regents enact laws; appoint officers and instructors; fix salaries; have power to remove; determine tuition fees. 6944.

Regents establish departments, confer degrees, and grant diplomas. 6945. (See also 1022.)

Regents, exclusive control of funds. 6943. (Const., Art. IX, Sec. 14.)

Regents, general supervision of University. 6943. (Const., Art. IX, Sec. 14.)

Regents give personal attention to duties of office. (Const., Art. XII, Sec. 2.)

Regents, Governor fill vacancy. 6940.

Regents hold office until successors duly qualified. (Const., Art. XII, Sec. 1.)

Regents, meetings of, two annually at University. Other meetings as appointed. Special meetings called by President or three members. Majority a quorum. 6942.

Regents, oath of. 6938. (Const., Art. XII, Sec. 8.)

Regents, pay and mileage of. 6119, 6120, 6939.

Regents, six; election and term of office; body corporate, known as "The Regents of the University of Colorado." 6937. (Const., Art. IX, Sec. 12.)

Regents, term of, when elected to fill vacancy. (Const., Art. XII, Sec. 11.)

Religious or irreligious denomination or society, University never to be controlled by. 6936.

Religious test, compulsory attendance on religious service, and race discrimination forbidden. (Const., Art. IX, Sec. 8.)

Report, Librarian make to Library Commission. 3944.

Report, officers and employees of University make to Governor upon request. (Session Laws of 1913, pp. 524, 587.)

Report, President make annually to Regents. 6954.

Report, President make biennially before December to State Superintendent of Public Instruction. Superintendent of Public Instruction publish not more than ten pages. 4708, 4709. (See also 6955.)

Report, Regents make annual inventory to State Auditor before December 31 of each year. (Session Laws of 1915, p. 443.)

Report, Regents make biennially on first day of October to Superintendent of Public Instruction. President's and Regents' reports embodied in Superintendent's report to General Assembly. 6955. (See also 4708.)

Report, Regents make to Governor twenty days before Assembly. (Const., Art. IV, Sec. 17.)

Reports, number of copies of annual and biennial to be approved by the Governor. (Session Laws of 1915, p. 364.)

Reports of the Supreme and Appellate Courts, Supreme Court, and Court of Appeals and copies of Session Laws to Law Library. (Session Laws of 1915, p. 482.)

Reports, Regents make annually to the Governor and to Superintendent of Public Instruction, July 1st. (Session Laws of 1915, p. 365.)

Secretary, elected by Regents, keep records and books, countersign warrants. 6947.

State Board of Examiners, laws regarding, modified. 5869. (See also Session Laws of 1909, pp. 369-372.)

State Board of Examiners, President of University appoint one member. (Session Laws of 1909, pp. 369-372.)

State Certificates granted to graduates of the College of Liberal Arts who have had at least twenty hours of professional subjects. (Session Laws of 1909, pp. 369-372.)

State Chemist, head Professor of Chemistry. (Session Laws of 1915, p. 438.)

State Geological Survey. 6102-6111. (See also Session Laws of 1909, pp. 149-150.)

State Geologist, Professor of Geology. 6104.

State Geologist turn over specimens to University. 6946.

State Institution, University made a. (Const., Art. VIII, Sec. 5.)

State Treasurer custodian of State funds except those of State University. (Session Laws of 1913, pp. 580-584.)

State Warrants of 1887, 1888, 1889, 1892, 1893, 1894, 1897, Constitutional Amendment providing for funding of. (Session Laws of 1909, pp. 315-322.)

Students do not gain or lose residence while at Institution. 2149.

Students, qualifications of. 6933.

Surplus fund, emergency warrants paid from. 2719.

Tax levy, additional for support. (Session Laws of 1915, p. 483.)

Tax of additional one-tenth mill for years 1893 and 1894. (M. A. S., 4602 a, Vol. III.)

Tax of one-fifth mill. (M. A. S., 4602.)

Tax of two-fifths mill for support of University. 6952.

Taxes for support of University entered by each county assessor upon the tax list in one column. 5669. (See also 6953.)

Treasurer elected by Regents, keep accounts, subscribe an oath. Bond not less than $25,000. Bond approved by Regents, Attorney General and Secretary of State. Filed in office of Secretary of State. 6948.

Treasurer, Regents ineligible to office of. 6949.

Tuition fee. 6935. (See Session Laws of 1893, p. 474.)

University, object of. 6933.

Workmen's Compensation. (Session Laws of 1915, pp. 515-596.)

LAWS OF THE BOARD OF REGENTS.

ARTICLE I. REGENTS.

1. Committees. The standing committees of the Board of Regents shall be: Auditing; Library; Teachers; Finance; Buildings and Grounds; Executive.

2. Appointment of Committees. Of the two Regents with six years to serve, one shall be on the Library Committee and the other on the Auditing Committee.

The Regents with four years to serve shall constitute the Finance Committee, and the one who previously, as a six-year member, served on the Library Committee, shall be a member of the Auditing Committee, and the other who previously served on the Auditing Committee shall be a member of the Library Committee.

The Regents with two years to serve shall constitute the Executive Committee, and Buildings and Grounds Committee.

The President shall appoint two members of the Board as the Teachers Committee.

3. The President a Member. The President shall be *ex officio* a member of the Executive Committee, Buildings and Grounds Committee, Teachers Committee, and Auditing Committee, and the Librarian shall be *ex officio* a member of the Library Committee.

4. Time of Appointment of Committees. Commencing January, 1909, the Board of Regents shall biennially designate the members of committees according to the foregoing provisions, and any person elected or appointed to fill any vacancy upon the Board of Regents shall fill the corresponding vacancy on said committees.

5. Regular Meetings. Regular meetings of the Board shall be held as follows: First Monday preceding the opening of the University in September; second Wednesday in November; third

Wednesday in January; third Wednesday after the first Monday in April; Monday of Commencement Week. Special meetings may be called by the President or on the request of three members of the Board.

6. Secretary and Treasurer. A Secretary and a Treasurer, not members of the Board, shall be appointed by the Regents. In general their duties shall be as prescribed by the Colorado statutes. In addition the Secretary shall collect, record, and account for all dues to the University, and turn the same over to the Treasurer. He shall give such bond as may be required by the Regents. The State Treasurer shall be custodian of the Permanent Land Fund and invest it under the direction of the Treasurer of the Board.

ARTICLE II. ORGANIZATION OF THE FACULTY.

1. General Faculty. All persons, who give instruction in any department of the University, together shall be known as the General Faculty. The grades of instructors are Professors, Assistant Professors, Lecturers, Instructors, Assistants. For efficiency of organization, besides the President, there shall be an Advisory Council of Deans, a Senate, and a Faculty of each College and School.

2. President. The President is the executive of the University, and under authority of the Regents has supervision of the departments and the affairs of the Institution. He represents the policy of the University, and is expected to secure efficiency in its various departments and has needful power to that end. Petitions and recommendations shall be referred to the Board through the President, and it shall be his duty to bring all such requests and recommendations before the Board. He shall be *ex officio* a member and Chairman of the Senate and the several Faculties, and Chairman of the Advisory Council. The Regents shall appoint annually some member of the Faculty to act for the President in his absence.

3. Deans. A Dean of the Graduate School, a Dean of the College of Liberal Arts, a Director of the College of Commerce, a Director of the College of Education, a Director of the School of Social and Home Service, a Dean of the College of

Engineering, a Dean of the School of Medicine, and a Secretary of each division of the same, a Dean of the School of Law, and a Dean of the School of Pharmacy shall be appointed by the Regents annually. The Regents shall also appoint a Director of the Summer Session, a Librarian, a Dean of Women, a Custodian of the Art Collection, and a Curator of the Museum.

4. Advisory Council. The Advisory Council shall consist of the Dean of the College of Liberal Arts, the Dean of the School of Medicine, the Dean of the Graduate School, the Dean of the School of Law, the Dean of the College of Engineering, the Dean of the School of Pharmacy, the Director of the College of Commerce, the Director of the College of Education, the Director of the School of Social and Home Service, and, where the women students are more directly concerned, the Dean of Women. This Council is authorized to act in an advisory capacity to the President; to pass on major cases of discipline, with power to suspend or rusticate or expel a student; to propose matters for discussion to the University Senate.

5. Senate. The Senate shall consist of the resident heads of departments of all faculties, including the Librarian and the Dean of Women. The functions of the Senate shall be:

a. To discuss the general educational policy of the University.

b. To deal with matters affecting more than one faculty.

c. To make rules and regulations concerning—

(1) General conduct of students (deportment, cheating in examination, etc.); attendance, schemes of grading, etc.

(2) Student organizations and social life.

(3) Student assembly, dormitories.

(4) Student publications.

(5) Intercollegiate and other oratorical and debating contests.

(6) The Bennett Prize.

(7) Athletics.

(8) High-School Day.

(9) Accrediting high schools, entrance regulations, High-School Conference.

(10) Recommendation for honorary degrees.

(11) Carrying out plans of Commencement Week.

The Senate shall annually elect a secretary. A majority of the Senate shall constitute a quorum.

In general the action of the Senate is expected to be in accord with the general policy of the University, and doubtful matters may be postponed by the President and referred to the Regents. The Regents may review any action of the Senate.

6. Faculties. Each Faculty of a College or School:

a. Shall deal with all matters pertaining to the internal working of the college or school and to the students therein.

b. Shall make regulations for matriculation and graduation.

c. Shall recommend for regular degrees—the recommendation to be in the hands of the Regents as early as the Saturday preceding Commencement Week.

d. Shall, through the Dean, have power to deal with minor cases of discipline.

Each Faculty shall elect annually a secretary.

The professors of each College or School shall constitute the faculty thereof, except that to the Engineering Faculty shall be added the Professors of Physics and Chemistry of the College of Liberal Arts, and that the Graduate Faculty shall be constituted by the Professors engaged in graduate instruction. The faculty of the College of Liberal Arts, College of Commerce, College of Education, and School of Social and Home Service shall act as one Faculty.

The action of each Faculty is expected to be in accord with the general policy of the University, and doubtful matters may be postponed by the President and referred to the Regents. The Regents may review any action of a Faculty.

ARTICLE III. APPOINTMENTS AND SALARIES.

1. Under the regulations of the Board, the President with the Committee on Teachers, is authorized to make all appointments of instructors and employees whose appointment is not otherwise provided for. All appointments are subject to revocation when, in the judgment of the Regents, the good of the University requires it. The salary of a full professor shall be $1800 to $3,000; of a Dean in addition, $200; of an assistant pro-

fessor $1400 to $1800; of an instructor $800 to $1200; of teaching scholars $100 to $400. Professors and assistant professors below minimum salary shall receive at once at least the minimum salary. Professors and assistant professors shall have the regular increase of $100 per year. The salary of instructors and teaching scholars shall be determined annually. Certain exceptions to this rule are made by action of the Board of Regents. Unless exceptional provision is made, salaries shall be paid in nine installments, each payment at the end of four weeks of actual service.

2. The Medical Faculty shall make no changes in, or additions to, its Faculty except by the authorization of the Board of Regents.

ARTICLE IV. COLLEGES AND SCHOOLS OF THE UNIVERSITY. ACADEMIC YEAR.

1. The following are the Colleges and Schools of the University: Graduate School, School of Medicine, School of Law, College of Liberal Arts, College of Commerce, College of Education, School of Social and Home Service, College of Engineering, School of Pharmacy, Summer Session, University Extension Division.

2. The academic year shall be thirty-six full weeks, with provision for two weeks' vacation at Christmas holidays, one week in the Spring, and thirteen weeks in the Summer. The Summer Session shall open the second Monday after Commencement Week and continue six weeks.

ARTICLE V. DEGREES. COMMENCEMENT.

1. Degrees. The following are the recognized degrees of the University: Graduate School, Ph.D., M.A.; M.S., C.E., E.E., M.E.; D.Oph., D.P.H., M.S. (P.H.), M.S. (San. Eng). School of Medicine, M.D.; School of Law, LL.B.; College of Liberal Arts, B.A.; College of Commerce, B.A. and special certificate; College of Education, B.A. and special certificate; School of Social and Home Service, special certificate; College of Engineering, B.S. (C.E.), B.S. (E.E.), B.S. (M.E.), B.S. (Ch.E.); School of Pharmacy, Ph.C., B.S. (Phar.).

2. Two Degrees in Combined Courses. Students in the College of Liberal Arts who aim at both the College degree and the degree of the Law School may so choose their electives under the direction of the faculty of the College of Liberal Arts as to receive one year's credit in the three years' Law course. Students who aim at both the College degree and the degree of the Medical School may so choose their electives under the direction of the faculty of the College of Liberal Arts as to receive one year's credit in the Medical School. It is provided that the college students so electing shall pay, instead of the fees of the College of Liberal Arts, the fees of the Law School or of the Medical School.

3. Commencement. Commencement exercises shall be held annually during the last week of the academic year, called Commencement Week. The Regents, Faculty and candidates for degrees are requested to appear in academic costume on Commencement Day and other important days of Commencement Week.

ARTICLE VI. EXPENDITURES.

1. Appropriations to Departments. Annually at the April meeting of the Regents appropriations shall be made for the various departments of the University in accordance with the needs of the departments and within the limits of available funds for the purpose. An account of each appropriation and drafts upon it shall be kept in the President's office. Departments shall not exceed their appropriations, and appropriations are available only on requisition signed by the President. All officers, instructors and employees are powerless to incur any liability against the University except upon such requisition.

2. Auditing. All bills shall be audited monthly by the Auditing Committee before payment, except such emergency bills as are previously authorized by the Regents. Bills paid as emergencies shall be submitted monthly to the Auditing Committee. A statement of all vouchers shall be sent to each Regent monthly.

3. Fixed Charges. The President is authorized to provide for the payment of monthly salaries, and make requisitions for payments on contracts and departmental appropriations voted

by the Board, and for the following regular purposes: Annual Catalogue, Extension Bulletins, Bulletin of the College of Engineering, Bulletin of the School of Medicine, Bulletin of the School of Law, Bulletin of the Summer Session, Biennial Report, Booklet of Views, University of Colorado Studies, University News-Letter, Weekly News-Letter, high-school number of the "Silver and Gold," regular copies of "Silver and Gold" to high schools of State, occasional special numbers of "Silver and Gold" for Alumni, Commencement programs, administrative and departmental forms and blanks, occasional circulars, customary supplies, customary extra clerical service, customary extra service for buildings and grounds, high-school visiting including summer trips, customary Commencement expenses, advertising the Summer Session, standing advertisement in Colorado School Journal, necessary expenses in securing instructors and in attending such associations in which the University has membership as may be designated by the Regents, minor expenditures in executing the general policy of the Board.

ARTICLE VII. TUITION AND FEES.*

COLLEGES OF LIBERAL ARTS, COMMERCE, AND EDUCATION, AND SCHOOL OF SOCIAL AND HOME SERVICE.

Matriculation (paid once)	$ 5.00
Tuition, resident, per year	15.00
Tuition, non-resident, per year	25.00
Laboratory fees, collected *each semester* from students who take the particular courses. [These fees include breakage deposits, etc., as well as charges for material.]	
Physics, all laboratory courses, 25 per cent. returnable at end of year	3.00
Chemistry (Lecture hours are not counted):	
General Inorganic, per credit hour, 25 per cent. returnable	3.00

* *Special breakage charges may be collected whenever necessary in any laboratory department of the University.*

Qualitative Analysis, per credit hour, 25 per cent. returnable ..... $ 3.00

Organic Preparations, per credit hour, 25 per cent. returnable 3.00

All other courses, per credit hour, 25 per cent. returnable 2.00

Biology:

Botany, any course, 25 per cent. returnable..... 2.00

Zoology, any course, 25 per cent. returnable..... 3.00

Histology and Embryology, 25 per cent. returnable 2.50

Education:

Pedagogical library fee for each pedagogical course requiring duplicate books 1.00

Teacher's registration fee 1.00

Psychology:

Experimental Psychology 1.00

Geology (per year):

General Geology, 60 per cent. returnable..... 5.00

Mineralogy:

Determinative Mineralogy, 25 per cent. returnable 4.00

Advanced Mineralogy, 25 per cent. returnable.. 2.00

Fire Assaying, 25 per cent. returnable..... 6.00

Geography:

Physiography, for field trips and maps, unused part returnable 3.50

College of Engineering.

Matriculation (paid once) 5.00

Tuition, resident, per year..... 15.00

Tuition, non-resident, per year..... 25.00

Laboratory fees in Engineering courses, as indicated in University Catalogue.

Graduate School.

Matriculation (not required of graduates of this University or of instructors, paid once)..... 10.00

Diploma fee 10.00

SCHOOL OF MEDICINE.

Tuition, resident, per year.....$ 75.00
Tuition, non-resident, per year..... 100.00*
Laboratory deposit, per semester, paid by all first and second year students to cover breakage and excessive and unreasonable use of material..... 10.00

SCHOOL OF LAW.

Tuition, per year 50.00

SCHOOL OF PHARMACY.

Matriculation (paid once) 5.00
Tuition, resident, per year..... 15.00
Tuition, non-resident, per year..... 25.00
Tuition, for the third year in Denver..... 10.00
Laboratory fees in Pharmacy courses as indicated in University Catalogue.

INCIDENTAL FEE.

Annual fee for all students in all the colleges and schools (except the Denver Division of the School of Medicine, $3.00) 6.00

UNIVERSITY EXTENSION DIVISION.

Correspondence-Study, 40 lessons (5 hours' credit).... ..... $20.00 and pro rata

Fees for post-graduate correspondence work may be subject to special arrangement.

Study Classes conducted by members of the regular Faculty, 2 hours a week, 36 weeks (4 hours' credit) 20.00

Special terms arranged for large classes.

Study classes, involving the same time and credit, conducted *in absentia* by accredited instructors or class leaders 10.00

Lectures—

Single ..... $15.00 and expenses
Course (6) ..... 75.00 and expenses

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* *Students registered in the School of Medicine before 1914-1915, pay $75.00.*

Social Welfare ..... Cost of service
Information, and Library Extension .....
..... Express charges or postage
Bulletins of Investigations ..... Usually on request

NOTE—Matriculation fees shall not be refunded. Students withdrawing from the University shall be charged 10 per cent. of the annual tuition and incidental fees for each week of attendance in the College of Liberal Arts and Engineering, and 5 per cent. in the Schools of Law, Medicine, and Pharmacy. No refunds shall be made in the Graduate School after the second week of attendance. Students entering for one semester shall be charged only 60 per cent. of the tuition fee and 50 per cent. of the incidental fee.

ARTICLE VIII. ADDITIONAL RULES.

Professors and employees shall be responsible for all property in their charge and shall make a report of the same to the Regents for each biennial report. They shall not loan property in their charge.

Professors and other persons officially connected with the University are forbidden to use their position in the University to advertise their connection with any business or speculative adventure.

2. Hazing. Hazing in all its forms is prohibited in this University. The students who thus interfere with the personal liberty of a fellow student are rendered liable to immediate discipline. Students, upon entry, shall be required to give a written pledge not to engage in hazing. This rule is extended to cover class conflicts, injury to property on the campus or elsewhere, and interference in any manner with the public or private rights of citizens.

3. Betting and gambling in any form on the part of students of the University, and betting and gambling in any form on the University grounds are at all times prohibited.

4. Approval of Choice of Rooming Houses. The choice of lodging and boarding houses by women students shall in all cases be subject to approval by the Dean of Women; in general, women students shall be located in boarding houses which are set apart exclusively for women.

5. Student Meetings. Student meetings may be held on the University campus only upon consent of the President, and at the time and place designated.

6. Control of Student Interests. Student athletics, student organizations and social life, student publications, and intercollegiate oratorical and other such contests, shall be subject to Senate control, and the Senate shall appoint standing committees for each of these interests.

7. Student Assembly. One period each week shall be set apart for student assembly. During this period no class or lecture work shall be conducted and no other student meetings shall be held. No instructor or officer shall for any reason detain any student from attendance. Subject to the approval of the Regents as to general plan, the President shall arrange formal exercises. He is authorized to secure a chaplain if it is deemed advisable.

8. Associated Students. The organization known as the Associated Students of the University of Colorado (A. S. U. C.) is hereby recognized as a governing body for student affairs, subject to its constitution approved June, 1909, and to amendments adopted since according to the provisions of said constitution.

9. Student Disciplinary Authority. The A. S. U. C. shall be given power of discipline in such matters as hazing, class conflicts, injury to property on the campus or elsewhere, the interference in any manner with the public or private rights of citizens, and other misdemeanors or violations of University rules regarding student conduct, either stated or understood, that may well be regulated by the "Associated Students."

The authority in the punishment of such misdemeanors shall include the power to rusticate, or suspend from the University.

The power herein granted shall be administered by the Student Commission or a Student Court, the judgments of such body to be final, subject to appeal to the President of the University.

All judgments of such body involving rustication or suspension from the University shall be subject to the approval of the President of the University.

All cases coming before such body shall be reported by it to the said President.

If such body fail within a reasonable time to take cognizance of any misdemeanor and proceed to judgment therein, the University authorities may take jurisdiction.

RULES OF THE UNIVERSITY SENATE.

ARTICLE I. ORGANIZATION AND MEETINGS.

1. The Senate. The Senate shall consist of the President and resident heads of Departments of all Faculties, the Dean of Women, and the Librarian.

2. Meetings of the Senate. Meetings of the Senate shall be held the Saturday immediately preceding the opening of the University in September and every eighth Friday thereafter during the academic year. Twenty-four hours' notice by mail shall be given of meetings, except in cases of emergency. The President, or in his absence the Acting President, or seven members of the Senate may call a special meeting at any time, due notice being given.

3. Business at the special meetings may be taken up as the occasion demands; but, at all regular meetings, it shall be done in the following order:

a. Reading and approval of the minutes of the previous meeting.
b. Unfinished business.
c. Reports of special committees and action thereon.
d. New business.
e. Reports of standing committees and action thereon.

4. Election of Secretary. The Senate shall annually elect a Secretary.

5. Quorum. A majority of the Senate shall constitute a quorum.

6. Committees. The following shall be the standing committees of the Senate:

a. Student Deportment and Attendance.
b. Student Organizations and Social Life.

c. Student Assembly; Dormitories.
d. Student Publications.
e. Oratorical Interests.
f. The Bennett Prize.
g. Athletics.
h. High-School Day.
i. High Schools and High-School Conferences.
j. Recommendation of Teachers.
k. Honorary Degrees.
l. Commencement.
m. Student Dramatics.

ARTICLE II. FUNCTIONS OF COMMITTEES AND GENERAL REGULATIONS.

1. Student Deportment and Attendance. The Committee on Student Deportment and Attendance shall consist of the Dean of the College of Liberal Arts, the Dean of the School of Medicine, the Dean of the Graduate School, the Dean of the School of Law, the Dean of the College of Engineering, the Dean of the School of Pharmacy, the Dean of Women, the Director of the College of Commerce, the Director of the College of Education, and the Director of the School of Social and Home Service. It shall deal with all major cases of discipline with power to suspend, rusticate, or expel a student. By usage and implication minor cases of discipline would be dealt with by the Deans of the respective faculties. The Committee shall also deal with the question of attendance.

Examinations and Quizzes. Entrance examinations shall be arranged for the Friday and Saturday before the opening of the college year, the questions to be prepared by the heads of the departments and placed in the hands of the Registrar of the University, who will carry on the entrance examinations at arranged times.

Seniors shall be treated like other students as to the necessity for final examinations.

All classes shall have final examinations except where it is impracticable or unnecessary, and the impracticability or lack of necessity in each case shall be decided by the head of the department, and reported by him to the Dean.

If a final examination is given, all members of the class shall be required to take it.

No member of the teaching force other than a professor shall excuse a class from a final examination without the consent of the head of the department.

All members of the teaching force other than professors shall consult the head of the department as to the questions to be asked in a final examination.

No special examination shall be given before the regular examination except in the case of seniors at the close of the second semester.

Supplemental examinations for the removal of conditions are to be held immediately after the Spring recess for first semester conditions, and during the week following Thanksgiving for second semester conditions. However, students having second semester conditions may make arrangements with the proper instructor for supplemental examinations on Friday and Saturday before the opening of the college year. Not more than one such supplemental examination shall be allowed.

There shall be no special quizzes.

Marks. In the Colleges and Schools of the University the standing of each student shall be indicated by a percentage on a basis of 100, with 70 as a minimum passing grade; conditioned 60-70; not passed below 60. In the Summer Session the grade "conditioned" is not given in Liberal Arts courses. Any Faculty may use letters instead of percentages on report cards, but in accordance with these standards. Credit cards shall be issued to each student at the close of each semester.

Attendance at Classes. All instructors shall endeavor to secure the best possible attendance at their classes and shall require students who have been absent to complete the full work of the course pursued. They shall make weekly report of all absences to the Dean, pointing out any cases needing special attention.

The Dean shall cooperate with the departments in the efforts to secure good attendance; he shall investigate cases recommended to him for discipline and any others which may

seem to require it; he may summon students, warn them, put them on probation or exclude them from classes. The Dean, on consultation with the President, shall make such regulations as may be necessary to carry out the intent of this rule.

In the School of Medicine and in the School of Law an attendance of eighty per cent. of the class hours shall be required.

When a student's connection with the University terminates within the academic year, the Dean shall notify the parents of the student and the instructors concerned.

Deportment. The University relies primarily upon the sense of responsibility and of the fitness of things on the part of the students. Aside from any formulated rules, students are expected to behave in a becoming manner. For general guidance it should be understood:

a. That all students employing unfair or dishonorable devices in class work, occasional quizzes, or regular examinations, shall be suspended or rusticated; and in more flagrant cases, or on second offence, may be expelled.

b. That the women students shall fulfill the requirements of the Faculty as represented by the Dean of Women, as to boarding houses, recreations, chaperones, etc.

c. That there shall be no smoking in any of the general buildings or the immediate approaches thereto.

d. That dissolute and worthless students will be removed from the Institution.

e. That damage done to University property, whether by accident or design, shall be paid for by the persons causing the same.

f. That no student shall represent the University in outside affairs unless duly authorized by the President.

g. That men students and women students shall not be allowed to room in the same houses.

h. That students are expected to appreciate the unusual privileges they possess in connection with the Library; that any failure to comply with the few regulations shall

be reprehended; that the defacing or mutilating of books or periodicals shall be treated as a serious offence.

i. That student meetings in University buildings shall be held only at such times and in such rooms as are approved by the proper authorities.

2. Student Organizations and Social Life. The Committee on Student Organizations and Social Life shall deal with questions affecting student organizations (except those hereinafter specially provided for); or affecting such phases of student life as fraternities, social functions, etc.

All organizations handling money received from persons other than their own members shall be required to keep an exact account of receipts and expenditures, and their accounts shall be audited annually. Wherever other provision is not made for carrying out this rule, it shall be carried out by this committee. [See Constitution of the Associated Students.]

Changes in the standing rules of any student organization, or proposals to form new student organizations, must be referred to the Committee on Student Organizations.

Persons other than students shall not be recognized as belonging to student organizations. Students dropped from the University as a matter of discipline or for failure to pass the minimum amount of work required shall not be allowed to room or take meals regularly at the house of any fraternity or sorority.

The Committee shall recommend measures looking to the reduction of social functions and of all other student activities, tending to interfere with the real purposes of the University.

3. Student Assembly; Dormitories. The Committee on Student Assembly and Dormitories shall have general supervision of the Dormitories, and shall deal with questions connected with attendance at general exercises according to the following scheme:

a. Attendance at General Exercises is required of all students, by recommendation of the Faculty and resolution of the Board of Regents.

b. Attendance shall be taken for each General Exercise by monitors.

c. All persons absent from General Exercises are expected to file excuses for these absences in the Registrar's office before ten o'clock on Friday. Slips for the purpose are provided.

d. In default of satisfactory explanation all absentees will be subject to discipline.

4. Student Publications. The Committee on Student Publications shall represent the Senate in connection with the organizing, editing, and circulating of all student publications.

The business managers or managing boards of student publications shall submit annual reports of their receipts and expenditures, which shall be audited by this Committee, unless otherwise provided for. [See Constitution of Associated Students.]

All members of editorial staffs of all student publications shall be subject to the same scholastic requirements as apply to representatives of the University in intercollegiate athletic contests. (Article II, Section 7, Paragraphs e, f, g.)

5. Oratorical Interests. The Committee on Oratorical Interests shall represent the Senate on the Debating Board and in all questions pertaining to the oratorical and debating interests with which the University as such is formally connected.

The Oratorical Association shall submit an annual report of its receipts and expenditures, which shall be audited by this Committee unless otherwise provided for. [See Constitution of Associated Students.]

6. Bennett Prize. The Committee on the Bennett Prize shall consist of the President, and the Heads of the Departments of Political Economy and History. It shall award the Bennett Prize.

7. Athletics. The Committee on Athletics shall represent the Senate on the Athletic Board of the Associated Students. They shall recommend to the Senate rules and regulations for governing athletic interests, and shall make reports as may be called for.

In order to be eligible to represent the University in an intercollegiate athletic contest, a student must:

a. Be an amateur in the ordinary acceptation of the term, it being understood that playing summer baseball shall not count against his amateur standing unless he plays on an organized team under "national agreement" or on any league team recognized as "outlaw."

b. Not have taken part in intercollegiate athletics for more than three years previous to the year in which he desires to compete.

c. Not have taken part in intercollegiate athletics the immediately preceding year at some other institution of college grade.

d. Have been in residence and have done acceptable work for at least one-half year before being allowed to compete in intercollegiate games.

e. Have passed in at least two-thirds of full work during the immediately preceding semester.

f. Be doing such work in at least two-thirds of the required work of his college or school, that, if it be continued to the end of the semester, he shall be entitled to his credits in that work—this to be certified by the instructors concerned.

g. Have satisfied the conditions of entrance with at least fifteen entrance units.

h. Be registered within two weeks of the beginning of the semester in which the contest, in which he desires to compete, occurs.

8. High-School Day. The Committee on High-School Day shall make all arrangements for the observance of some Saturday each spring as a High-School Day, and shall represent the University in dealing with the high schools on all matters pertaining to this event.

Only accredited high schools shall be eligible for participation in the features of the program.

9. High Schools and High-School Conference. The Committee on High Schools and High-School Conference shall investigate the character of schools applying for admission to the accredited list, and make recommendations to the Senate. Only

four-year courses will be considered. The committee shall also annually inspect the course of study of each accredited school and determine whether such school continues worthy.

It shall in conjunction with representatives of the high schools determine when a High-School Conference is desirable, and make arrangements for holding the same.

10. Recommendation of Teachers. The Committee on Recommendation of Teachers shall have general charge of the recommendation of students for teaching positions.

11. Honorary Degrees. A Committee of three shall be appointed to recommend names to the Senate for honorary degrees. This shall not be taken to mean that individual members may not nominate for honorary degrees at the same time. It shall make such recommendations to the Senate three months in advance of the Commencement at which the degree is to be granted. The Senate shall recommend for honorary degrees by a two-thirds vote; the vote shall be by ballot.

12. Commencement. The Committee on Commencement shall make recommendations as to the exercises during Commencement week and carry out such detailed plans as may be agreed upon.

All candidates for degrees are expected to be present at the Commencement exercises unless excused by the President.

13. Student Dramatics. The Committee on Student Dramatics shall have supervision of the University dramatic productions, in accordance with the following rules:

a. A play chosen for production by the Dramatic Club must have the approval of the Committee on Student Dramatics.

b. Candidates for parts in a play must be doing satisfactory work in their studies to the extent of ten hours.

ARTICLE III. ADMISSION OF STUDENTS.

1. Candidates for admission are expected to be graduates of a standard four-year high or preparatory school or to have completed a corresponding amount of work under other conditions.

2. Such candidates must present the minimum of fifteen entrance units as outlined in the catalogue. Entrance conditions will not be allowed beyond the equivalent of two units.

3. Students shall be admitted on the passing of satisfactory examinations or on the presentation of satisfactory certificates from an accredited high school. Applications from graduates of a non-accredited school will be considered as the merits of each case may warrant; but full standing in such instances shall be conditional upon the subsequent work of the student concerned.

4. In addition to a four-year high-school preparation, two years of college are required for admission to the Schools of Medicine and Law.

5. Candidates twenty-one years of age (in the School of Law twenty-three), who cannot satisfy the admission requirements, but are qualified to pursue special work, may be admitted to certain courses on the approval of the proper committee of the respective faculties.

6. Certificates of moral character may be required from all applicants for admission.

ARTICLE IV. AMENDMENTS.

1. Notice of proposed amendments to the standing rules shall be presented at the meeting preceding that at which they are to be voted upon, and such changes shall be carried only by a two-thirds vote of those present. Amendments may be voted upon only at meetings for which twenty-four hours' notice shall have been given.

2. The rules of the Senate may be at any time suspended, or the pains and penalties imposed may be dispensed with, by a two-thirds vote of the members present, at any regular meeting.

RULES OF THE COLLEGE OF LIBERAL ARTS.

ARTICLE I. FACULTY.

1. The voting members of the Faculty shall be the Professors and Assistant Professors in the College of Liberal Arts.

2. Faculty meetings shall be held on the first Monday, the fourth Friday, each eighth academic Friday thereafter, and the Saturday before Commencement. Special meetings may be called by the President; or in his absence by the Dean; or by five members of the Faculty. Twenty-four hours' notice by mail shall be given of meetings, except in cases of emergency.

The business at the special meetings may be taken up as the occasion demands; but at all regular meetings the following order shall obtain:

a. Reading and approval of the minutes of the previous meeting.

b. Unfinished business.

c. Reports of special committees and action thereon.

d. New business.

e. Reports of standing committees and action thereon.

3. A majority of the Faculty shall constitute a quorum.

4. The Faculty shall elect a secretary each year.

5. The standing committees shall be:

a. The Committee on Courses.

b. Committee on English.

6. The Committee on Courses shall constitute an executive committee to manage all questions of detail pertaining to admission, standing, studies, including advice of students as to elections, *in absentia* work, extra hours, and changes of courses for the year; and to prepare and revise the schedule of hours.

7. The Committee on English shall devise measures for improving the spoken and written language of students in the College of Liberal Arts, and shall counsel and direct the students in such ways as may be authorized by the Faculty.

ARTICLE II. ADMISSION, STUDIES, GRADUATION.

1. Admission of Students. Candidates for admission are expected to be graduates of a standard four-year high or preparatory school, or to have completed a corresponding amount of work under other conditions.

Students may be admitted on the passing of satisfactory examinations or on the presentation of satisfactory certificates from an accredited high school. Applications from graduates of a non-accredited school will be considered as the merits of each case may warrant; but full standing in such instances shall be conditional upon the subsequent work of the student concerned.

Candidates twenty-one years of age, who can not satisfy the admission requirements but are qualified to pursue special work, may be admitted to certain courses on the approval of the proper committee of the Faculty.

Certificates of moral character may be required from all applicants for admission.

Fifteen units are required for admission. Entrance conditions will not be allowed beyond the equivalent of two units. A unit course of study is defined as a course covering a school year of not less than thirty-six weeks, with five periods of at least forty-five minutes each per week, two periods of Manual Training or Laboratory work being equivalent to one period of classroom work. This is equivalent to one hundred and eighty actual "periods" per unit. The fifteen units are equivalent to thirty "points."

Mathematics	2
Languages other than English	4
English	3
History	2
Science	2
Electives	2
	15

Electives may be chosen from the following: Mathematics, 2; Greek, 2; Latin, 2; French, 2; German, 2; Spanish, 2; History, 2; English, 1; Science, 2; Psychology, ½. From the following group, subject to special accrediting by the University, not more than three units: Drawing, 1; Manual Arts, 2; Domestic Science, 1; Agriculture (Introductory Science), 1; Commercial Geography, ½; Elementary Economics, ½.

All students, who do not present the units specified in the above table of requirements for admission but who do present fifteen acceptable units, will be regularly admitted. Such students will, however, be required to elect in College courses that will fulfill the requirements specified, *e. g.*, if a student enters with but two units of Language other than English, then he must include in his College course the equivalent of two units in foreign language.

a. Half units will not be accepted in Physics and Chemistry.

b. Students who present three units of Greek are required to present only one unit of Science, but they must have a total of fifteen units.

c. For the foreign language requirement not more than two languages may be presented; four units of Latin are preferred, at least two units urgently advised. Students intending to pursue the study of Latin in the University should present four units in Latin for entrance; those intending to pursue the study of Greek should present preferably three, at least two, units of Greek.

2. Requirements for Graduation. To attain the degree Bachelor of Arts students must complete 122 hours as follows:

a. Group electives 50 hours.

b. In the freshman and sophomore years 10 hours in English Language (4 hours of this permitted to be free elective at option of the English Department); 6 hours History or Economics; 5 hours Psychology or Philosophy; and 15 hours in the group of Classics, Mathematics and Science (10 hours in one of the three and 5 hours in another of the three).

c. Two hours in gymnasium work, during the Freshman year.

3. Credits. Students shall receive credit for only such subjects and amounts as are listed in their application and approved by the Committee on Courses. The Committee shall approve only applications for definite amounts of credit and for courses which are listed at definite amounts of credit in the catalogue or with the Committee. The Committee shall in no case allow more hours' credit in any subject than the instructor in charge devotes to this subject in the classroom with the students pursuing the course.

In purely laboratory courses three hours' work shall be required for one hour's credit.

In beginning language courses no credit is given for less than a full year's work.

4. Elections. All students shall present to the Dean for final approval a list of courses selected for the coming semester; in preparing this list freshmen are to consult a member of the Committee on Courses, other students consult the professor in whose department they have chosen their major subject. For the second semester this shall be done on an appointed day at least ten days before the close of the first semester; students failing to register on this day are subject to a penalty of two dollars and may be suspended from class until they complete their registration. For the first semester registration must be completed by the close of the first week of the academic year. Failure in this will incur the penalty named above.

5. Amount of Work. Students shall take regularly not more than seventeen hours per week. Applications for additional work may be allowed by the Committee on Courses, but only when the applicant is a student of exceptional ability and there is satisfactory evidence that the extra work can be profitably and creditably taken.

6. Dropping and Changing Studies. Students wishing to drop any study must make application in writing to the Instructor in charge, assigning reasons; the Instructor shall indicate his approval or disapproval of the application and forward it to the Committee on Courses. After the first three

weeks of a semester in order to change to a new course the student must obtain the permission of the department concerned. A course may not be dropped within the last six weeks of a semester except with grade of "not passed."

7. Marks. The standing of each student shall be indicated by a percentage on a basis of 100, with 70 as a minimum passing grade; conditioned 60-70; not passed below 60. Credit cards shall be issued to each student at the close of each semester. In the Summer Session no mark of "conditioned" is permitted.

8. Class Standing. In order to be rated as a sophomore a student must have gained twenty-four hours' credit; as a junior, the student must have gained fifty-six hours' credit and have completed all freshmen and sophomore requirements; as a senior eighty-eight hours' credit.

9. Conditions. Entrance conditions must be removed within one year. A student with entrance conditions shall not be advanced beyond his entrance class until his conditions shall have been removed. Conditions in College work must be removed within five academic months from the time they are incurred; if they are not removed, students shall be recorded as not passed. Students conditioned in College work may be allowed a supplemental examination in a certain week in the following April or November to be announced from the Dean's room.

10. Dropping Students. Freshmen who fail to make eight hours, and others who fail to make ten hours are suspended; students registered for the above minima or less are suspended upon failure to pass any course. Re-instatement can be made only by a vote of the Committee on Courses.

11. Credit for Work *in Absentia.* This should not be confused with "Correspondence" and "Extension" work, whereby a student may make thirty hours of credit without being in residence. No student shall be granted credit for work done outside the class room except when such work has been previously allowed by the Committee on Courses. This Committee shall not in any case allow more than fifteen hours' credit for work done *in absentia;* nor shall it authorize the taking of courses that could as well be arranged for in the Extension Division.

12. Extra-mural Work. Certificates for lecture courses shall be stamped for credit only on vote of the Committee on Courses, and shall be recorded only when the student in question becomes a member of the University.

13. Candidates for Advanced Standing. Students coming from other institutions and desiring advanced standing must bring certificates of honorable dismissal and official statements definitely describing the work done in each subject. These certificates shall be referred for examination to the proper members of the faculty and the credits to be assigned shall be decided by the Committee on Courses. In all cases students must take twenty-four hours' work in the College of Liberal Arts before receiving the Bachelor's degree.

14. Electives in College of Engineering. The following subjects in the College of Engineering shall be open as electives in the College of Liberal Arts, to-wit: Drawing, 3 hours; Descriptive Geometry, 3 hours; Surveying, 8 hours; Least Squares, 3 hours; Applied Mechanics, 4 hours; Graphic Statics, 3 hours; Kinematics, 2 hours; Hydraulics, 3 hours; Thermodynamics, 2 hours; Dynamo Electric Machinery, 4 hours.

15. Electives in the Law School. Students in the College of Liberal Arts in their senior year, who declare their intention of proceeding to the degree of LL.B. in the University of Colorado, may be allowed to elect subjects catalogued in the first-year law courses and receive twenty-two hours' credit. In no case shall credits in the College of Liberal Arts be allowed for work in second and third year law-school subjects.

16. Electives in the Medical School. The two degrees of M.D. and B.A. may be conferred on the completion of seven years' work, the full course of the freshman year in the School of Medicine being accepted for thirty hours' credit in the College of Liberal Arts.

17. Rules of College of Commerce, College of Education, and School of Social and Home Service. The rules and requirements of the College of Commerce, of the College of Education, and of the School of Social and Home Service, as printed in the 1913 catalogue, are hereby adopted.

18. Honors at Graduation. Students who attain a grade of 90 or above, up to the beginning of the second semester of the Senior year, receive their degree *magna cum laude*, and those who attain an average grade of 85 to 89, receive the degree *cum laude*. To be eligible to these honors the student must do at least three years' work at the University of Colorado, two of which shall be consecutive. These honors shall be recorded on the diplomas of the graduates receiving them and shall be indicated on the commencement program.

ARTICLE III. AMENDMENTS.

Notice of proposed amendments to the standing rules shall be presented at the meeting preceding that at which they are to be voted upon, and such changes shall be carried only by a two-thirds vote of those present. Amendments may be voted upon only at meetings for which twenty-four hours' notice shall have been given.

RULES OF THE COLLEGE OF ENGINEERING.

ARTICLE I. THE FACULTY. COMMITTEES.

1. The Faculty. The business Faculty shall consist of Professors in the College of Engineering and in addition the Professor of Chemistry and the Professor of Physics.

2. Faculty Meetings. Faculty meetings shall be held on the first Monday, and the fourth Friday of the academic year, each eighth academic Friday thereafter at four p. m. and the Saturday before Commencement at a time to be arranged. Special meetings may be called by the Dean or in his absence by three members of the faculty. Twenty-four hours' notice by mail shall be given of meetings, except in cases of emergency.

The business at the special meetings may be taken up as the occasion demands; but at all regular meetings the following order shall obtain:

a. Reading and approval of the minutes of the previous meeting.
b. Unfinished business.
c. Reports of special committees and action thereon.
d. New business.
e. Reports of standing committees and action thereon.

3. Quorum. A majority of the Faculty shall constitute a quorum.

4. Secretary. The Faculty shall elect a secretary each year.

5. Standing Committees. There shall be the following standing committees.

a. The Committee on Registration.
b. The Committee on Student Welfare.
c. The Committee on Standard Blanks and Forms.
d. The Committee on the Journal of Engineering.

6. Committee on Registration. This committee shall consist of the heads of departments in the College of Engineering, and it shall have charge of the registration of students.

7. Committee on Student Welfare. This committee shall have charge of the general welfare of all Engineering students. The members of this committee shall be appointed by the Dean.

8. Committee on Standard Forms and Blanks. This committee shall prepare a report on standard blanks and forms, and shall see that the standards as adopted by the Faculty are followed. The members of this committee shall be appointed by the Dean.

9. Committee on Journal of Engineering. This committee shall be responsible for the publication of the Journal and shall audit the accounts of the Business Manager. It shall consist of the three heads of departments.

ARTICLE II. ADMISSION. STUDIES. GRADUATION.

1. Admission of Students. Candidates for admission are expected to be graduates of a standard four-year high or preparatory school, or to have completed a corresponding amount of work under other conditions.

Such candidates must present the minimum of fifteen entrance units as outlined in the catalogue. Entrance conditions will not be allowed beyond the equivalent of two units.

Students may be admitted on the passing of satisfactory examinations, or on the presentation of satisfactory certificates from an accredited high school. Application from graduates of a non-accredited school will be considered as the merits of each case may warrant; but full standing in such instances shall be conditional upon the subsequent work of the student concerned.

Mature candidates more than twenty-one years of age, who have had satisfactory preparation in Algebra, Geometry, Physics, and English may be admitted as special students. Special students pursue the regular course and are required to remove their entrance deficiencies within two years.

Certificates of moral character may be required from all applicants for admission.

Fifteen units are required for admission. A unit course of study is defined as a course covering a school year of not less than thirty-six weeks, with five periods of at least forty-five minutes each per week. This is equivalent to a minimum of 180 actual "periods" per unit. The fifteen units are equivalent to 30 "points."

Mathematics (Algebra, Plane and Solid Geometry)	3
Languages other than English, at least	2
English	3
History	2
Physics	1
Electives	4
	15

Electives may be chosen from the following: Mathematics, 2; Greek, 2; Latin, 2; French, 2; German, 2; Spanish, 2; History, 2; English, 1; Science, 2; Psychology, ½. From the following group, subject to special accrediting by the University, not more than three units: Drawing, 1; Manual Arts, 2; Domestic Science, 1; Agriculture (Introductory Science), 1; Commercial Geography, ½; Elementary Economics, ½.

No one may enroll in the College of Engineering as a special student for more than two years except on the approval of the Dean and a vote of the Faculty.

2. Requirements for Graduation. Upon the satisfactory completion of the prescribed and elective work in any course, the degree, Bachelor of Science in the course pursued, will be conferred.

As a prerequisite to graduation, each student is required to present a satisfactory thesis on a subject requiring original research work along technical lines, or an extended study of some engineering problems or appliances. These subjects must be presented to the Faculty for approval not later than the second Wednesday in December.

The degrees of C.E., E.E., and M.E. A candidate for the degree of Civil Engineer, Electrical Engineer or Mechanical Engineer must have previously received the degree B.S. in Engineering from this University; or if graduated elsewhere must

satisfy the Faculty that he possesses equivalent attainments. He must pursue academic work in the line of his undergraduate work for one year, must present a satisfactory thesis on an approved engineering topic, and in addition must be employed in professional work in positions of responsibility for at least another year.

If the candidate does not reside at the University, his course of study must be approved in advance by the professor in charge of the Department; and he must prepare an approved thesis on some engineering topic to be presented, together with a detailed account of his professional work, at least one month before the annual Commencement at which he expects to take his degree.

Graduates of other institutions must complete one year's work in residence at this University. A candidate for the degree of Engineer must be registered two years before coming up for his degree.

The degree of M.S. A candidate for the degree of Master of Science must have previously received the degree of B.S. in Engineering from this University; or, if graduated elsewhere, he must satisfy the Faculty that he possesses equivalent attainments.

He must choose a major subject to occupy one-half his time from the graduate courses offered in the line in which he received his Bachelor's degree. A thesis on an approved subject is required. All work is subject to the approval of the Faculty. Study and residence for not less than one year are required. A year's work shall count as thirty hours, of which not less than six hours shall be given to thesis work.

The degree of M.S. in Sanitary Engineering. A candidate for the degree of Master of Science in Sanitary Engineering must have received the degree of B.S. in Engineering from this University; or if graduated elsewhere, he must satisfy the faculty that he possesses equivalent attainments. In his previous work he must have included courses in Elementary Bacteriology, Water Supply, Sewerage, and Structural Engineering. Study and residence for not less than one year, and a thesis on an approved subject are required. A year's work includes thirty hours, of which not less than six hours should be given to the thesis.

3. Credits. Students shall receive credit for only such subjects and amounts as are given on their registration blanks.

4. Registration. All students shall register for the second semester at the time set by the Dean, which shall be at least one week before the close of the semester. Students failing to register at the appointed time may be suspended from classes until they complete their registration.

5. Amount of Work. Students in the freshmen class may not take more than eighteen hours during the first semester of the academic year.

Students who received conditions in the preceding semester may not take more than the prescribed amount of work. The Dean may register them for less than the regular course.

Students who have carried the regular work of the preceding semester with no grade of less than 80 per cent. may be allowed to take twenty hours.

In order to take more than twenty hours' work in any semester students must have carried the regular work of the preceding semester with no grade of less than 85 per cent. Permission to take more than twenty hours' work will be granted only by vote of the Faculty of the College of Engineering.

No student may register for less than twelve semester hours' work without the consent of the Faculty of the College of Engineering.

6. Dropping Studies. Students may change their registration by consultation with the Dean any time before the end of the second week of the semester; after that date changes in registration will be made by a vote of the Faculty of the College of Engineering.

7. Marks. The standing of each student shall be indicated by a percentage on a basis of 100, with 70 as a minimum passing grade; conditioned 60 to 70; not passed below 60. Credit cards giving the actual grade obtained in each subject shall be issued to each student at the end of each semester.

8. Class Standing. In order to be rated as a sophomore, a student must have gained twenty hours' credit and have completed his entrance requirements; as a junior, the student must

have completed the required work of the freshman year and have gained twenty-four hours' credit in the sophomore year. As a senior, he must have completed the work of the first two years and be in line for graduation at the end of the year.

A senior who fails to pass in two-thirds of his work the first semester may not be a candidate for a degree at the ensuing commencement.

9. Entrance Conditions. Entrance conditions must be removed within one year. A student with entrance conditions shall not be advanced beyond his entrance class until his conditions shall have been removed.

10. Conditions in University Subjects. Students conditioned in any subject may apply to the proper authority for a supplemental examination before the final time limit at which such supplemental examinations may be given. Conditions not removed at this time become failures.

The limit of the time in which conditioned examinations may be taken will be written on the card, which becomes void after that date. The regular conditioned examinations will occur during the week following Thanksgiving and the week following the Easter vacation. Conditions must be removed not later than the expiration of the time set for the first regular conditioned examination after the condition was incurred, otherwise they become failures; provided, that if a student receiving conditions is not registered in the University at the time of such regular conditioned examination he may remove his conditions immediately upon his returning to school.

An opportunity will be given during the week preceding the opening of the first semester of each year for such students as request it to remove any conditions they may have against them at that time. This request must be filed with the Dean of the College of Engineering before the beginning of the week above specified.

Conditions received by students who become suspended from the College of Engineering owing to a failure to obtain credit in less than eight hours' work during any semester shall be considered as failures and the subjects must be repeated in class.

11. Dropping Students. Students registered for eight hours or more in any semester become suspended on failure to gain eight hours' credit. Those registered for less than eight hours become suspended on failure to pass any course. Reinstatement can be made only by vote of the faculty of the College of Engineering.

12. Sequence of Work. Each regular student shall complete the work in the course in which he is registered in the order shown in the catalogue. It shall be the duty of the Dean to register each student so that his course will be completed with the least possible delay.

Any subject in which there is a failure or a condition unremoved, must, upon the first recurrence of such subject in course, take precedence over all other subjects.

13. Tardiness. Students reporting in the class room after the beginning of the hour shall be marked absent.

14. Candidates for Advanced Standing. Students from other institutions will be admitted to any class not later than the first semester of the senior year upon passing examinations in the subjects given in the preceding years in the College of Engineering, or upon presentation of satisfactory certificates showing that the required work has been done in other technical schools. A certificate of honorable dismissal will also be required.

15. Thesis Specifications. Thesis subjects must be presented to the Faculty of the College of Engineering for approval not later than the second Wednesday in December. Thesis subjects can be changed after this date only by a vote of the Faculty.

Theses are to be typewritten in black record ink, on one side only of paper.

The paper shall be Crane's Japanese Linen, 8½ x 11 inches in size, with a margin of one inch on left edge and margin of ½ inch on each of the other edges of the sheet.

Theses shall be properly paged, indexed, and supplied with preface and table of contents; pages shall be numbered in upper right-hand corner. The title pages shall conform to the type prescribed and shall be printed or typewritten.

Curves shall be made on standard size sheet with 5 x 7½ inch plate or 7 x 10 inch plate.

Drawings, tables, photographs, etc., shall be made or mounted on thesis paper or tracing cloth 8½ x 11 inches with proper binding margin as noted above.

Larger drawings must be folded to 8 x10 inches with allowance for binder's margin of one inch on left margin.

Two copies of each thesis are required. The first copy is to be an original copy with original drawings. The second copy may be an acceptable carbon copy with blue print copies of the original drawings.

Theses are to be completed ready for typewriting not later than May 15 and must be handed to the professor in charge not later than May 30.

The cost of binding two copies of each thesis is $2, which sum is to accompany each thesis when completed.

RULES OF THE GRADUATE SCHOOL.

ARTICLE I. ORGANIZATION.

1. Faculty. The Graduate Faculty shall consist of heads of departments and others offering graduate instruction.

2. Officers. The officers of the Graduate School shall be a Dean, a Secretary, and an Executive Committee.

3. Dean. The Dean of the Graduate School shall have oversight of the graduate students; shall approve the election of studies of all graduate students; and shall see that the working schedule of each is in some sense a consistently related group of courses.

4. Graduate Committee. The Executive Committee shall consist of the Dean, the Secretary, the Director of the Summer Session, and two other professors.

The Executive Committee shall make a study of the general needs of the Graduate School, shall supervise the election of studies, and, after receiving reports from the professors giving instruction, shall recommend candidates for degrees to the Graduate Faculty.

ARTICLE II. MEETINGS.

1. Stated Meetings. The stated meetings of the Graduate Faculty shall be held the Saturday immediately preceding the opening of the University in September, and every eighth Friday thereafter during the academic year, and the Saturday before Commencement.

2. Special Meetings. Special meetings may be called at any time on twenty-four hours' notice by the President or, in his absence, by the Dean.

3. Quorum. Ten voting members shall constitute a quorum.

ARTICLE III. ADMISSION.

1. A graduate of the University of Colorado shall be admitted to the Graduate School upon application, without paying a matriculation fee.

2. A graduate of any college or scientific school of equal rank with the University of Colorado shall be admitted to the Graduate School upon presentation of his diploma and a certificate of good character, and shall pay the matriculation fee of ten dollars.

A student from another institution shall first submit his credits to the Registrar for rating.

3. Undergraduates. Only a graduate or a student who has substantially completed the requirements for the bachelor's degree shall be enrolled in the Graduate School. A graduate student who elects courses exclusively of undergraduate rank shall not be enrolled in the Graduate School.

4. Admission Not Candidacy. Admission to the Graduate School shall not be taken as equivalent to candidacy for a degree. A graduate student who wishes to become a candidate for a degree must make special application. (See below.)

5. Studies. A major subject of study shall be selected by each graduate student in conference with the Dean of the Graduate School, and the minor subjects in conference with the professor in charge of the major subject.

ARTICE IV. ADVANCED STANDING AND RESIDENCE.

1. Credit from other Universites. Credit may be given by the Graduate Committee for work done in other universities, but at least one full year of residence at the University of Colorado shall be required for each higher degree.

2. Work *in Absentia.* Credit shall not be granted for work done *in absentia,* except to graduates of the University of Colorado who are candidates for the degree of Engineer.

3. Definition of Residence. A year's residence shall mean that a student shall be located at the University not later than the first day of October, and shall give his undivided attention to academic work, completing not less than the equivalent of thirty semester hours—that is, fifteen hours of class work for each semester.

ARTICLE V. MASTER OF ARTS DEGREE.

1. Application for Admission to Candidacy.

a. Time of Application. A student who has been admitted to the Graduate School, and who wishes to become a candidate for the degree of Master of Arts, should make application as soon as practicable, and in any case, not later than thirty days before the end of the first semester.

b. Form of Application. An application for candidacy should include a program of studies leading to the degree, a list of undergraduate studies in the same field, a statement of any original work already accomplished, and an enumeration of honors and degrees. Application blanks shall be furnished at the office of the Dean of the Graduate School.

c. When Application Shall Be Considered. An applicant's instructors shall make recommendations to the Graduate Committee as soon as practicable, and in any case, not later than the end of the first semester; and the Graduate Committee, after consideration of the recommendations, shall decide upon the application for candidacy as soon as may be, and in any case, not later than the first week of the second semester.

2. Requirements for the Master of Arts Degree.

a. Amount of Work. The minimum requirement for the degree of Master of Arts shall be one full year devoted to study equivalent to not less than thirty semester hours—that is, fifteen hours of class work for each semester.

b. Distribution of Studies. Studies leading to the degree of Master of Arts must be divided between two subjects, known as the major subject and the minor subject. In special cases a second minor subject may be permitted. The first minor subject shall consist of study equivalent to at least six semester hours and shall lie in a different department from the major subject, but shall be approved by the professor in charge of the major subject.

A department shall be understood to mean such a division of studies as is under the charge of a head professor.

c. Thesis. A thesis which shall count for not less than four nor more than eight semester hours, shall be written under the direction of the professor in charge of the major subject, and shall be finished and submitted for his approval not later than thirty days before the time at which the degree is to be conferred. When the thesis is accepted, printed or typewritten copies bound, to the number of two or more at the discretion of the major professor, shall be placed in the University Library before the diploma is delivered.

d. Languages. Such knowledge of ancient and modern language as may be deemed necessary by the professor in charge of the major subject shall be required of a candiate.

e. Examinations. The written examinations of both semesters shall be taken upon such studies as were pursued in class, and at the end of the year such additional examination upon other subjects, upon the thesis, and upon the first semester's work, as each instructor may require. If courses have been taken during former years, however, there shall be an examination at the end covering such courses as are not taken in the final year.

3. Summer Session Work for Master of Arts Degree.

a. Rules and Requirements. In general, the rules and requirements for the degree of Master of Arts in the regular sessions of the University shall apply to students working towards that degree in the Summer Session, except the rules as to residence, registration, application for candidacy, and examinations, instead of which the following rules shall obtain.

b. Residence. In general, the requirements as to residence may be met by attending four full Summer Sessions.

c. Registration and Application for Candidacy. A student who intends to enter the Summer Session and who wishes to work towards the degree of Master of Arts,

should communicate early in the spring with the resident professor in charge of the major subject, and should consult with the instructor in charge of the major subject in the Summer Session before registering for courses.

He shall make application for admission to the Graduate School by September following the first Summer Session attended, and shall make application for candidacy by September preceding the Summer Session in which he intends to finish his required work.

A graduate of another university must pay the matriculation fee of ten dollars by the beginning of the second Summer Session; but he shall pay the matriculation fee only once, and shall be exempt from all other fees except the Summer Session fee and the diploma fee.

d. Examinations. A candidate for the Master's degree shall take the regular examinations upon work done in class, together with such supplementary examinations, as his instructors may require, and on completion of the required work, he shall take a final examination covering all courses of study pursued and his thesis. This final examination shall be oral, or oral and written, the oral examination being conducted in the presence of a committee, two members of which shall be regular professors of the faculty of the University of Colorado.

4. Work, Partly *in Absentia*, for Master of Arts Degree. By written consent of the major department concerned, filed with the Dean of the Graduate School, any person eligible to candidacy for a second degree, who has done satisfactory graduate work during one Summer Session of the University (except as noted in "c" below) may be admitted to candidacy for a Master's Degree upon the following terms:

a. The candidates must conform to all of the regulations for candidates for the Master's Degree with exception of the requirement of residence for one year.

b. During two or more successive Summer Sessions in addition to the above named, the candidate must pursue

a course of advanced study arranged and approved by the department of the University in which his major subject is to be taken. During the included two years between the first and third of these Summer Sessions, while not in residence at the University, he may pursue through the Extension Division work in continuation of, or collateral to, this major subject, to the extent of twelve of the thirty hours required for the Master's Degree.

c. The requirement of attendance at a Summer Session before graduate work is permitted under this plan may be waived, with the consent of the departments involved, in the case of alumni of this University or of Extension classes conducted by members of the University faculty. This does not excuse the candidates from residence at the University during at least three Summer Sessions.

ARTICLE VI. ENGINEERING DEGREES.

1. Master of Science. A candidate for the degree Master of Science must have previously received the degree B.S. in Engineering from this University; or, if graduated elsewhere, he must satisfy the Faculty that he possesses equivalent attainments. He must choose a major subject to occupy one-half his time from the graduate courses offered in the line in which he received his Bachelor's degree. Study and residence for not less than one year and a thesis on an approved subject are required. A year's work includes thirty hours, of which not less than six hours should be given to the thesis.

2. Master of Science in Sanitary Engineering. A candidate for the degree of Master of Science in Sanitary Engineering must have received the degree of B.S. in Engineering from this University; or, if graduated elsewhere, he must satisfy the faculty that he possesses equivalent attainments. In his previous work he must have included courses in Elementary Bacteriology, Water Supply, Sewerage, and Structural Engineering. Study and residence for not less than one year and a thesis on an approved subject are required. A year's work includes thirty hours, of which not less than six hours should be given to the thesis.

3. Engineer. A candidate for the degree Civil Engineer, Electrical Engineer, or Mechanical Engineer must be registered for two years in advance of the Commencement at which the degree is to be conferred; graduates of other institutions must complete one year of work and residence in this University.

The degree of Engineer may be conferred upon a Bachelor of Science of this University who has taken the B.S. degree in the course for which he is a candidate for the higher degree if he furnishes satisfactory evidence that he has pursued further technical studies for at least one year, has presented a satisfactory thesis on an approved engineering topic, and in addition has been employed in professional work in positions of responsibility for at least another year. If the candidate does not reside at the University, his course of study must be approved in advance by the professor in charge of the department; and he must prepare an approved thesis on some engineering topic to be presented together with a detailed account of his professional work, at least one month before the annual Commencement at which he expects to take his degree.

ARTICLE VII. MEDICAL DEGREES.

1. Master of Science in Public Health. A candidate for the degree of Master of Science in Public Health must have received the degree of Bachelor of Arts or the degree of Doctor of Medicine in an approved institution, must have spent subsequently at least one year in this University in the study of Public Health problems and administration, and must have presented a satisfactory thesis. The course of study must be approved during the first week of the academic year. A specified course is recommended, but this will be altered to meet particular needs.

2. Doctor of Public Health. A candidate for the degree of Doctor of Public Health must have spent at least two years in graduate study of Public Health problems and administration, and must have presented a satisfactory thesis. The course of study must be approved during the first week of the academic year. In general, the work of the first year is the same as that required for the degree of Master of Science in Public Health. The second year is spent largely in the field in actual Public Health adminis-

tration and in research upon an approved topic. Advanced standing may be granted to students who have completed in other approved universities work similar to that required here for the first year. The last year of the course must be taken in residence in this University.

3. Doctor of Ophthalmology. A candidate for the degree Doctor of Ophthalmology must be a graduate of a standard medical school and must have the preliminary education covering algebra, geometry, plane trigonometry, and elementary optics. He must spend one year in clinical work and complete the required reading; he must complete one or more courses in Ophthalmology at the University of Colorado. Each candidate must pass an examination, written, oral, microscopical, and clinical; and must submit an original thesis and stand an examination thereon. Six weeks' residence in Denver is required.

ARTICLE VIII. DOCTOR OF PHILOSOPHY DEGREE.

1. Application for Admission to Candidacy.

a. Time of Application. A student who has been admitted to the Graduate School, and who wishes to become a candidate for the degree of Doctor of Philosophy, may make application at any time after admission, provided that he shall not apply later than eight months before the time at which he expects to receive the degree.

b. Form of Application. An application for candidacy should include a program of studies leading to the degree, a list of undergraduate studies in the same field, a statement of any original work already accomplished, and an enumeration of honors and degrees. Application blanks shall be furnished at the office of the Dean of the Graduate School.

c. When Application Shall be Considered. An applicant's instructors shall make recommendations to the Graduate Committee, as soon as practicable, and in any case, not later than the end of the first semester; and the Graduate Committee, after consideration of the recommendations, shall decide upon the application for candidacy as soon as may be, and in any case, not later than the first week of the second semester.

d. Languages. A reading knowledge of both French and German, with special reference to the candidate's field of study, shall be required before admission to candidacy, and upon this requirement the applicant must satisfy a committee consisting of the heads of the French and the German departments and of the professor in charge of the major subject. A knowledge of other languages may also be required, if demanded by the professor in charge of the major subject.

e. Number of Hours' Work and Residence. The minimum requirement for the degree of Doctor of Philosophy shall be not less than three full years devoted to study, equivalent to not less than sixty semester hours, and to the preparation of a thesis. But the degree shall be granted not for the completion of any specified period of residence or number of hours' study but for high attainments in general, and marked ability in a special field, including particularly power in original investigation proved by a thesis.

Part of the time required may be spent in some other university of approved standing, provided at least one year is spent in the University of Colorado.

f. Distribution of Studies. Studies leading to the degree of Doctor of Philosophy must be divided into three groups, known as the major subject, the first minor subject, and the second minor subject. The first minor subject shall consist of the equivalent of at least fifteen semester-hours, and the second of eight. Each subject shall be in a different department from the others.

A department shall be understood to mean such a division of studies as is under the charge of a head professor.

g. Thesis. A thesis, showing power in original investigation, shall be written upon some subject approved by a committee consisting of the heads of the three departments concerned, and shall be finished and submitted in typewritten form at least sixty days before the time at which the degree is to be conferred, and must be satis-

factory to the committee of three above mentioned. When the thesis is accepted, printed or typewritten copies, bound, to the number of three or more at the discretion of the committee, shall be placed in the University Library before the diploma is delivered.

h. Examinations. The regular written examinations on such subjects as are taken in class may be required at the discretion of each instructor; but, in any case, a preliminary and a final examination shall be required. The preliminary examination shall be oral, or oral and written, the oral examination being conducted by all instructors concerned, in the presence of a committee consisting of the heads of the departments in which the major and minor subjects lie, and shall be held at least six months before the time at which the degree is to be conferred. The final examination shall be oral, and shall be conducted in the presence of a committee consisting of the heads of the departments interested and two other professors appointed by the Dean of the Graduate School, and in the presence of visitors.

The report of the examining committee shall be transmitted to the Dean of the Graduate School.

ARTICLE IX. RECOMMENDATIONS FOR HIGHER DEGREES.

1. The Dean of the Graduate School shall present to the Graduate Committee a certificate in the case of each candidate for a higher degree, which shall consist of statements to the effect that the candidate has completed all work in the departments concerned, has presented an acceptable thesis, and has satisfied the requirements in modern languages, each of which statements shall be signed by the head of the department concerned or by the members of the committees concerned.

The Graduate Committee shall report through the Dean to the Graduate Faculty a recommendation for each degree, and in the case of the doctor's degree the findings of the examining committee.

ARTICLE X. AMENDMENTS.

1. Notice. Notice of proposed amendments to these standing rules shall be presented in writing at the meeting preceding that at which they are to be acted upon.

2. Two-thirds Vote. Amendments shall be carried by not less than two-thirds vote.

RULES OF THE SCHOOL OF MEDICINE.

ARTICLE I. ORGANIZATION.

1. Organization of the Faculty. The Teaching Faculty shall consist of Professors, Assistant Professors, Lecturers and Instructors.

The Dean and Secretaries are appointed by the Board of Regents.

2. Executive Committee.

a. The Executive Committee shall consist of the Dean of the School of Medicine, who shall be Chairman, and four members elected by the full professors. A member shall be elected each year, at the regular Faculty meeting immediately preceding January first, to serve for a period of four years. His term of office shall begin January first following his election. One member shall be a resident of Boulder. The two Secretaries of the School shall be *ex officio* members of the committee without a vote. It is provided that three members of the first committee shall be appointed by the Regents.

b. The duties of the Executive Committee in general shall be to conduct all business of the School of Medicine under the statutes, except as otherwise provided, with power to organize and regulate the curriculum, appoint subsidiary committees, except the Hospital Committee in Boulder, and to make recommendations to the Regents. On proper recommendation it is empowered to make appointments to the Clinical Staff. It is expected to recommend the appointment of members of the Subsidiary Faculty to the Regents.

c. Meetings of the Executive Committee shall be held at least once each month during the school year. Three voting members shall constitute a quorum. No proxies

are recognized. Any member who is absent from three successive stated meetings (without valid accepted excuse) shall thereby resign his position on the Committee and a successor shall be elected to fill his unexpired term.

3. Faculty Groups. The Executive Committee shall divide the Faculty into groups, the members of each group teaching related subjects. The full professors of each group shall elect annually their own Chairman, who must be a full professor. One-half of the full professors in each group shall constitute a quorum. Each Chairman shall, under the Committee, arrange for the efficient teaching of the branches assigned to his group. He shall call a meeting of all teachers in his group at least four times during the school year. Should he fail to call at least one meeting in any semester, or should he in other ways prove inefficient or negligent of his duties, the Executive Committee shall report him to the Regents for dismissal from the chairmanship, and a new chairman shall be elected by his group.

Any member of the Faculty or Clinical Staff who fails to fill 80 per cent. of his scheduled hours or who otherwise proves negligent of duty or inefficient shall be reported by the Executive Committee to the Board of Regents for action.

4. The Hospital. The Hospital in Boulder shall be managed by a Hospital Board of five members of the Resident Faculty of which the Dean and Superintendent shall constitute two. The remaining members shall be appointed by the Regents; the Dean shall be Chairman of the Board. The Regents shall appoint a Superintendent and a Head Nurse of the Hospital.

ARTICLE II. FACULTY MEETINGS.

1. Quorum and Voting Powers. One-third of the Professors constitute a quorum. No proxies are recognized. In accordance with the rule of the Regents the full Professors constitute the Business Faculty.

2. Meetings.

a. Faculty meetings for the consideration of any subject pertaining to the improvement of medical teaching or the welfare of the school shall be held at least four times

during each school year. The last regular meeting shall be held in Boulder on the Saturday before Commencement.

Special meetings may be called by the Dean at any time.

Forty-eight hours' notice shall be given of meetings, except in cases of emergency; the Secretary shall notify either through the mail, by telephone, or by messenger.

b. The Boulder Division shall meet in September, November, January and April for discussion of matters pertaining to the Boulder Division, and for the promotion of harmony among the departments. The regular meetings may be called by the Secretary, who in the absence of the Dean shall preside.

3. Order of Business. At special meetings business may be taken up as occasion demands, but at all regular meetings the order shall be as follows:

a. Reading and approval of minutes of previous meetings.

b. Unfinished business.

c. Reports of special committees and action thereon.

d. New business.

e. Reports of standing committees and action thereon.

ARTICLE III. ADVANCED STANDING.

1. Requests for subject credit or for advanced standing must be made at the time of entering the School of Medicine.

2. a. Applications for advanced standing made by students who have been trained in schools of unquestioned standing, may be received and acted upon by the Secretary of the division to which the student seeks admission.

b. In other cases, the application shall be referred to the Executive Committee, and no credit shall be allowed except on approval of the professor in the department concerned.

3. In no case will the same course be accepted to apply both toward entrance requirement and advanced standing.

ARTICLE IV. GENERAL REGULATIONS.

1. Admission of Students. Two years of college work, estimated at sixty semester hours (not including credit in Physical Education), and based upon a four-year high-school preparation, as indicated for the College of Liberal Arts, are required for admission. The following subjects are prescribed: At least one year of Latin, one year each of college chemistry, physics, and biology, and one year of college work in French or German.

A certificate of moral character must be presented from two physicians of the state in which the student last resided.

No examinations for admission are held by anyone connected with the School of Medicine.

A student may be allowed to enter on his medical work, conditioned in not more than six semester hours, and in not more than one semester of chemistry. These conditions must be made up within one year.

No student will be allowed to enter later than the third Monday of the academic year.

2. Special Students. Students not less than twenty-one years old, who desire to pursue a special course without graduation, may be admitted with the approval of the Dean and the Secretary of the division in which the work is given, and of the Professor with whom they desire to work.

Special students may become candidates for a degree only by Faculty action in each case, and after satisfying all the requirements for entrance.

Regular students may become enrolled as "specials" only when authorization is made by the Executive Committee.

3. Class Standing. Students who fail to pass in sixty per cent. of the hours scheduled in any one semester shall be automatically dropped from the School, and the parent or guardian notified. In purely laboratory courses three hours' work shall be counted equivalent to one recitation. In other laboratory subjects two actual hours count as equivalent to one recitation. In no case will a member of the second-year class be permitted to enter the work of the third year if there are any failures or conditions in his record not thus far made up. Work to make up a failure shall take precedence over all work with which it may conflict.

No student shall be allowed to enter the fourth-year class who has a failure or condition standing against him on the previous year's work.

4. Attendance. Students must attend all classes regularly. Members of the Teaching Faculty shall report to the Secretary whenever a student is not regular in his attendance.

The roll shall be called at the beginning of the hour, and students who are more than five minutes late shall be considered as absent.

To be permitted to appear for an examination a student must have attended at least eighty per cent. of the whole number of recitations, lectures and laboratory periods in any subject; twenty per cent. absence is permitted only when caused by sickness of the student or of his immediate family.

5. Examinations. Each member of the Faculty shall hold a test at one of his regular periods during the last week of the first semester. Grades based on these tests and previous examinations, quizzes and daily records, shall be reported to the Secretary at once for the students' information.

A final examination is given only on completion of the course.

Failure to appear for examination shall count as a condition, provided the student has attended eighty per cent. of the regular work of the course. Attendance upon an examination without handing in a paper, unless the student is excused by the instructor in charge, shall constitute a failure.

Examinations for the removal of conditions are held at the opening of the academic year and after the spring vacation—and at no other time, except when regular final examinations are given.

Conditions must be removed before the course is offered the following year; if not thus removed, they become failures.

A grade below seventy in an examination for the removal of a condition shall constitute a failure.

All final examination papers shall be retained by the instructor for at least one semester.

6. Marks. The grade of each student shall be indicated by a percentage on a basis of 100, with 70 as a minimum passing grade; conditioned 60-70; not passed below 60.

7. Students' Class Records. Previous to or at the faculty meetings of the Boulder Division, held in November and April, each member of the faculty shall furnish the Secretary with a provisional report on the work of the students in his class, using the following marks: "good," "passing," "below passing." These records shall be discussed in the faculty meeting, and the Dean or the Executive Committee, or a committee appointed by the Dean, may be asked to hold conferences with certain or all of the students.

8. Students' Petitions. No special examinations nor irregular arrangements of any kind shall be allowed unless the student shall have presented a formal petition to the Executive Committee, and this committee shall authorize such arrangements only upon approval of the heads of the departments concerned.

9. Class Lists. A list of students shall be sent by the Registrar to each instructor as soon as possible after the opening of any course. No one unless listed may be admitted into the class. The Registrar shall be informed if any students fail to appear for the course.

10. Discipline. Questions of scholarship, attendance, and minor discipline may be handled by the Dean or the Secretaries of the respective divisions, or, if it seems advisable, may be referred to the Council of Deans. This council is authorized to pass on major cases of discipline, with power to suspend, or rusticate, or expel a student.

ARTICLE V. AMENDMENTS.

1. These rules may be amended subject to the approval of the Board of Regents, by a two-thirds vote of those present at any meeting of the faculty, provided the call for the meeting is issued at least three days before the meeting is held, and provided also that the call for this meeting shall include the substance of the amendment which is proposed for adoption.

RULES OF THE SCHOOL OF LAW.

ARTICLE I. ORGANIZATION AND MEETINGS.

1. Governing Board. The powers of government of the School, where not exercised by the Board of Regents or the University Senate, shall be vested in a Faculty, which shall consist of the President, the Dean of the School and the professors thereof.

2. Meetings. The Faculty shall hold regular meetings on the first Monday and the fourth Friday of the academic year; on each eighth academic Friday thereafter; and on the Saturday before Commencement, at 2 p. m. Special meetings may be called by the Dean or in his absence by two members of the Faculty. Twenty-four hours' notice shall be given of meetings except in cases of emergency. Business at special meetings may be taken up as occasion demands; at all regular meetings the order shall be as follows:

a. Reading and approval of the minutes of the previous meeting.

b. Unfinished business.

c. Reports of committees and action thereon.

d. New business.

3. Quorum. A majority of the Faculty shall constitute a quorum.

4. Secretary. The Faculty shall elect a permanent secretary.

ARTICLE II. GENERAL REGULATIONS.

1. Admission of Students. Two years of college work, estimated at sixty semester hours (not including credit in Physical Education), and based upon a four-year high-school preparation, as indicated for the College of Liberal Arts, are required for admission. At least two high-school units of Latin are prescribed.

College work must include at least one course in English Political or Constitutional History. Entrance conditions will not be allowed beyond eight semester hours. All conditions must be removed before the student enters upon his final year.

Candidates twenty-three years of age, who can not satisfy the admission requirements but are qualified to pursue special work, may be admitted to certain courses on the approval of the Dean and the instructors in such courses.

Candidates for a degree must be at least eighteen years of age upon entering the freshman class, and from all applicants for admission certificates of moral character may be required.

2. Requirements for Graduation. To entitle a student to the degree of LL.B. one year's work at least as a resident student and credit in all subjects of the prescribed three years' course will be required. Credit can only be attained in any subject by class work in that subject followed by examination; or by admission to advanced standing under the prescribed rule.

3. Advanced Standing. Admission to advanced standing will be allowed to candidates, if otherwise entitled to admission to the School as regular students, who satisfy the Faculty that they have made sufficient progress in the study of law.

4. Class Standing. In order to be advanced into the second-year class, a student who is a candidate for a degree must have passed satisfactory examinations in at least six subjects of the first year. In order to be advanced into the third-year class, a student who is a candidate for a degree must have made up all his conditions, if any, and must have passed satisfactory examinations in at least eight subjects of the second-year work.

5. Absence. Absence from more than twenty per cent. of the whole number of recitations or lectures upon any distinct subject in the course of study, will exclude the student from examinations in the subject.

6. Marks. The grade of each student shall be indicated by a percentage on a basis of 100, with 70 as a minimum passing grade, conditioned 60-70; not passed below 60. Upon examinations for removal of conditions a grade of 75 per cent. must be attained.

7. Students' Welfare. The Law Faculty shall have charge of the general welfare of all students of the Law School. The Dean may apportion special supervision of the several classes among the individual professors of the Faculty.

ARTICLE III. AMENDMENTS.

1. Notice of any proposed amendments of the standing rules shall be presented at the meeting preceding that at which such amendments are to be voted upon. Two-thirds vote of those present shall be necessary to carry such amendments. Such amendments may be voted upon only at meetings for which twenty-four hours' notice shall have been given.

RULES OF THE SCHOOL OF PHARMACY.

ARTICLE I. ORGANIZATION AND MEETINGS.

1. Governing Body. The powers of government of the School, where not exercised by the Board of Regents or the University Senate, shall be vested in a Faculty, which shall consist of the President of the University, the Dean of the School of Pharmacy and the professors in the departments of Pharmacy, Materia Medica, Bacteriology, Biology, and Chemistry.

2. Meetings. The Faculty shall hold regular meetings on the first Monday and the fourth Friday of the academic year; on each eighth academic Friday thereafter; and on the Saturday before Commencement at 2 p. m. Special meetings may be called by the Dean at any time. Twenty-four hours' notice shall be given of meetings except in cases of emergency. At special meetings business may be taken up as occasion demands; at all regular meetings the order shall be as follows:

a. Reading and approval of the minutes of the previous meeting.

b. Unfinished business.

c. Reports of committees and action thereon.

d. New business.

3. Quorum. A majority of the Faculty shall constitute a quorum.

4. Secretary. The Faculty shall elect a permanent secretary.

ARTICLE II. GENERAL REGULATIONS.

1. Admission of Students. Candidates for admission are expected to be graduates of a four-year high or preparatory school, or to have completed a corresponding amount of work under other conditions.

Candidates for admission should present the following units:

Mathematics	2
Latin	1
English	3
History	2
Science (1 unit of Physics)	1
Electives	6
	15

The electives are the same as for the College of Liberal Arts with these additional units: Commercial Law ½; Bookkeeping ½.

Entrance conditions will not be allowed beyond the equivalent of two units.

A unit is defined as a course covering a school year of not less than thirty-six weeks, with five periods of at least forty-five minutes each per week.

Students shall be admitted upon the presentation of satisfactory certificates from an accredited high school. Applications from graduates of a non-accredited high school will be considered as the merits of each case may warrant; but full standing in such instances shall be conditional upon the subsequent work of the student concerned.

Candidates twenty-one years of age, who can not satisfy the admission requirements but are qualified to pursue special work, may be admitted to certain courses on the approval of the Dean and the instructors in such courses.

Candidates for a degree must be at least seventeen years of age upon entering the freshman class, and from all applicants for admission certificates of moral character may be required.

2. Requirements for Graduation. At least one year's work as a resident student must have been completed before a student may be entitled to receive a degree from this School.

3. Advanced Standing. Advanced standing on certificate will be allowed to students from recognized schools of pharmacy and is provisional upon satisfactory work in subsequent courses.

4. Absence. Absence from more than twenty per cent. of

the whole number of recitations, lectures or laboratory periods in any subject will exclude the student from examinations in the subject.

5. Marks. The grade of each student shall be indicated by a percentage on a basis of 100, with 70 as a minimum passing grade; conditioned 60-70; not passed below 60.

ARTICLE III. COURSES OF STUDY.

The School of Pharmacy offers three courses of study, as follows:

1. A two-year course leading to the degree Pharmaceutical Chemist (Ph.C.)

2. A three-year course upon completion of which the student is given a certificate showing the work he has done. (The third year of this course is given in Denver.)

3. A four-year course leading to the degree Bachelor of Science in Pharmacy (B.S. (Phar.)

The work of the first two years in all three courses is the same, and a student may complete the Ph.C. and certificate courses in three years, or the Ph.C. and B.S. (Phar.) courses in four years.

ARTICLE IV. AMENDMENTS.

1. Notice of any proposed amendments of the standing rules shall be presented at the meeting preceding that at which such amendments are to be voted upon. Two-thirds vote of those present shall be necessary to carry such amendments. Such amendments may be voted upon only at meetings for which twenty-four hours' notice shall have been given.

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